

Wednesday, January 6, 2021
Board of Commissioners Meeting - 7:00 PM

Meeting Held Via "GoTo Meeting" (See SWT Website Link)

***Agenda Packet, Recordings, & Minutes Location: www.boarddocs.com**

USERNAME: swhitehall

PASSWORD: swtpublic

1. CALL TO ORDER

A. Roll Call

2. PLEDGE OF ALLEGIANCE

3. NOTIFICATION

A. All public sessions of the South Whitehall Township Board of Commissioners are electronically recorded, filed, and posted on BoardDocs for the Public's access.

4. MINUTES

A. December 16, 2020 - BOC Meeting Minutes

5. PRESENTATIONS

6. ORDINANCES

A. Request to Advertise - An Ordinance Amending the Codified Ordinances of South Whitehall Township to Add a New Chapter 65 Entitled the South Whitehall Township COVID-19 Relief Small Business Grant Program and Further Provide for Severability, Failure to Enforce not a Waiver, Repealer, and Effective Date

7. RESOLUTIONS

A. A Resolution Appointing Lee N. Solt as an Alternate Member to the South Whitehall Township Zoning Hearing Board

B. A Resolution To Amend The Fee Schedule Regarding Administrative Fees, Construction Permit Fees, Special And Other Permit Fees, Subdivision Or Land Development Fees, Non-Subdivision Or Land Development Fees, Police Department Fees, Public Works Fees, And Parks And Recreation Fees; And To Provide For A General Repealer, Severability Clause And Effective Date

C. A Resolution Extending The Conditional Preliminary/Final Approval Granted To A Major Subdivision Plan Entitled, "KRE Spring View Commercial II"

8. MOTIONS

A. Motion to Approve 2021 Rate Schedule for Spotts, Stevens and McCoy (SSM), Township Utility Engineer

B. Motion to Approve 2021 Rate Schedule for Hanover Engineering, Geotechnical Engineer and Alternate Sewage Enforcement Officer (SEO)

C. Motion to Approve 2021 Rate Schedule for Keystone Consulting Engineers, Alternate Township Engineer and Sewage Enforcement Officer (SEO)

D. Motion to Approve 2021 Rate Schedule for The Pidcock Company, Township Engineer

9. CORRESPONDENCE AND INFORMATION ITEMS

A. Boards and Commissions - Informational Items

B. Public Notice - 2021 SWT Meetings Schedule

10. DIRECTION/DISCUSSION ITEMS

11. OLD BUSINESS

A. Wehr's Dam - Status

B. Campus Renovation Project - Status

C. Credit Cards - Status

12. COURTESY OF THE FLOOR

13. PAYMENT OF INVOICES

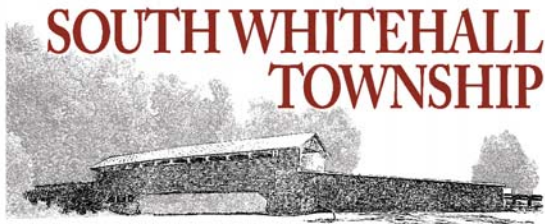
A. Invoices and Purchasing Requisitions have been reviewed by the Township Manager and the Director of Finance, who authorize that checks be issued to pay bills as tabulated.

14. EXECUTIVE SESSION

A. Scheduled Accordingly.

15. ADJOURNMENT

A. Motion to Adjourn.



BOARD OF COMMISSIONERS

PUBLIC MEETING

AGENDA-MINUTES

December 16, 2020

1. CALL TO ORDER: 7:00 p.m.

As this is a virtual GoTo Meeting, Township Manager, Renee Bickel took a Roll Call for attendance purposes as follows:

Commissioner Wolk:	HERE
Commissioner Mobilio:	HERE
Commissioner Kelly:	HERE
Commissioner Setton:	HERE
Commissioner Morgan:	HERE

Attendees: Commissioner Christina (Tori) Morgan, President
Commissioner Diane Kelly, Vice President
Commissioner Michael Wolk, Assist. Secretary
Commissioner Matthew Mobilio
Commissioner Joe Setton
Joseph A. Zator, Twp. Solicitor, Zator Law Offices
Anthony Tallarida, Twp. Engineer, The Pidcock Company
Renee Bickel, Township Manager
Randy Cope, Director of Twp. Operations
Herb Bender, PW Superintendent
Mike Elias, PW Utility & MS4 Coordinator
Scott Boehret, Finance Manager
Chief Glen Dorney, SWT Police Department
George Kinney, Director of Community Development
Tracy Fehnel, Exec. Assistant

2. PLEDGE OF ALLEGIANCE

3. NOTIFICATION: All Public sessions of the South Whitehall Township Board of Commissioners are electronically recorded, filed, and posted on BoardDocs for the Public’s access.

***(boarddocs.com; USERNAME: swhitehall; PASSWORD: swtpublic)**

President Morgan wanted to take the time to thank our PW Department and all our Emergency Services people for all their hard work during this Winter Storm in keeping us safe and our roads safe for us. Our thoughts are with them at this time.

4. MINUTES

a. November 18, 2020 - BOC Meeting Minutes—A MOTION was made by Commissioner Wolk, which was seconded by Commissioner Mobilio, to approve the November 18, 2020 BOC Meeting Minutes as presented.

Roll Call Vote as follows:

Commissioner Wolk: AYE
 Commissioner Mobilio: AYE
 Commissioner Kelly: NO
 Commissioner Setton: AYE
 Commissioner Morgan: AYE
 Motion carried.

b. December 2, 2020 – BOC Meeting Minutes—A MOTION was made by Commissioner Mobilio, which was seconded by Commissioner Setton, to approve the December 2, 2020 BOC Meeting Minutes as presented.

Roll Call Vote as follows:
 Commissioner Wolk: AYE
 Commissioner Mobilio: AYE
 Commissioner Kelly: NO
 Commissioner Setton: AYE
 Commissioner Morgan: AYE
 Motion carried.

5. **PRESENTATIONS:** None.

6. **ORDINANCES:**

a. Advertised as Required - An Ordinance Of The Township Of South Whitehall, County Of Lehigh, And Commonwealth Of Pennsylvania, Setting And Reaffirming The Rates Of Taxation Referred To In Chapter 2, "Taxation", Of The Codified Ordinances Of South Whitehall Township, Fixing The Tax Rate For The Year 2021 And Appropriating Specific Sums Estimated To Be Required For The Specific Purposes Of The Township Government, Hereinafter Set Forth, During The Current Fiscal Year And Providing For A Repealer Clause, Severability Clause And Effective Date

Township Manager Renee Bickel explained that this represents the culmination of a lot of work done by staff and getting the budget to a point where no tax increases are proposed. We are proud to be able to present it to you this evening. This is the final step. Several Workshop Sessions were held, and we held two previous readings on the budget. Scott Boehret, Finance Director, explained this is the final step in the budget process, which is setting taxation rates already in place. He also reiterated, no tax increase for 2021 year and Budget has been read/presented both on November 18th and December 2nd.

Comments/Questions answered by both Board and Public at this time.

A MOTION was made by Commissioner Mobilio, which was seconded by Commissioner Setton, to move forward with the adoption of the 2021 Budget as previously presented and as discussed this evening.

Roll Call Vote as follows:
 Commissioner Wolk: NO
 Commissioner Mobilio: AYE
 Commissioner Kelly: NO
 Commissioner Setton: AYE

Commissioner Morgan: AYE
Motion carried.

7. RESOLUTIONS:

a. A Resolution Appointing Laura Harrier as the Primary Building Code Official of South Whitehall Township

Township Manager Renee Bickel explained that this is routine—we are doing some internal shift in job responsibilities. This would be effective January 1, 2021. George Kinney, Director, Community Development Department explained this gives the CD Dept the opportunity to bring this service in-house, into the CD Dept, where it is not currently housed, which will help us expedite services, which in turn will help the residents out. Laura is heavily involved on the zoning side of things, as well as the land-planning side of things. So to bring that experience into the building aspect will be very beneficial. She’s a great employee and he wholeheartedly supports this recommendation.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Morgan, which was seconded by Commissioner Setton, to appoint Laura Harrier as the Primary Building Code Official for South Whitehall Township.

Roll Call Vote as follows:

Commissioner Wolk: AYE
Commissioner Mobilio: AYE
Commissioner Kelly: AYE
Commissioner Setton: AYE
Commissioner Morgan: AYE

Motion carried.

b. A Resolution Appointing Aaron Silverstein as South Whitehall Township Zoning Officer

George Kinney, Director, Community Development Department, explained that we have had lengthy conversations with both Laura and Aaron. As a manager, especially in a small department, you want to give people the opportunity to rise up in that organization, otherwise you run the risk of losing them. These are exciting opportunities where both Laura and Aaron are looking forward to. These are two good, but critical moves, creating a department with a skill set that cross pollinates, in addition to being a real benefit to the citizens moving forward. Laura and Aaron would both be involved in the process of a zoning re-write when that occurs with regard to the CP update.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Mobilio, which was seconded by Commissioner Setton, to appoint Aaron Silverstein as South Whitehall Township Zoning Officer.

Roll Call Vote as follows:

Commissioner Wolk: AYE
Commissioner Mobilio: AYE

Commissioner Kelly: AYE
 Commissioner Setton: AYE
 Commissioner Morgan: AYE
 Motion carried.

c. A Resolution Authorizing the Tax Collector of South Whitehall Township to Appoint Scott Adams, III to Serve as a Tax Collector Deputy for the Township of South Whitehall

Township Manager Renee Bickel explained that SWT Tax Collector Lynne-Ann Kocon has deputies who assist her in her roll as Tax Collector. These deputies assist in the collection of our taxes (real estate) and Parkland School District taxes. Mr. Adams will then be sworn in at the DA’s office once resolution has been approved.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Setton, authorizing the appointment of Scott Adams, III to serve as tax collector deputy.

Roll Call Vote as follows:
 Commissioner Wolk: AYE
 Commissioner Mobilio: AYE
 Commissioner Kelly: AYE
 Commissioner Setton: AYE
 Commissioner Morgan: AYE
 Motion carried.

d. A Resolution Extending Conditional Offer Of Employment To The Entry-Level Position Of Patrol Officer In The Township’s Police Department To Candidate Number 40141 Conditioned Upon The Individual Satisfactorily Completing Medical And Psychological Examinations To Confirm Their Fitness For Duty

Chief Glen Dorney explained this is procedural in nature. We are working our way through CSC List. This is the next candidate on the list who we would like to offer a conditional offer of employment to. This will allow us to start working on the background information and continue through with the hiring process for one of the open vacancies.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Mobilio, to move forward with extending the conditional offer of employment to Candidate Number 40141 as presented above by Chief Glen Dorney.

Roll Call Vote as follows:
 Commissioner Wolk: AYE
 Commissioner Mobilio: AYE
 Commissioner Kelly: AYE
 Commissioner Setton: AYE
 Commissioner Morgan: AYE
 Motion carried.

e. A Resolution Extending The Conditional Preliminary/Final Approval Granted To A Major Subdivision Plan Entitled “1960 Harold Avenue”

George Kinney, Director, Community Development Department, explained approval was given back on December 18, 2019. At part of this resolution, condition #11 says that applicant shall meet all the conditions, along with recording of the plan within 12 months, which would be December 18, 2020.

Mr. Dave Posocco was in attendance and he explained that due to COVID, things got hung up in PA DEP for 6 months getting their sewer module. Everything was on hold until they received that, just a few weeks ago. Need one item from insurance and the mylars have to be signed, but everything else is done. Just need a few more days. Request is for a 90-day extension, but will need very little of the 90-day extension to wrap this up. George confirmed PA DEP have been exceptionally slow this year.

Township Engineer, Tony Tallarida, Pidcock Company, explained that all conditions have been satisfied. Plans submitted to Township; Solicitor Zator said he has no issues at all, either.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, granting the extension to the conditional preliminary/final approval granted to a major subdivision plan entitled “1960 Harold Avenue”.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

f. A Resolution Amending Resolution No. 2020-46 To Permit Security Draws/Presentation Further Than 60 Miles From The Township’s Office For A Major Plan Entitled “Parkland Manor Phase 4 Senior Living”

George Kinney, Director, Community Development Department, explained that this resolution was approved June 3, 2020. Applicant is requesting at this time the opportunity to permit security withdrawals from a financial institution more than 60 miles away, specifically, located in Baltimore, MD.

Attorney Joe Wiener was in attendance for the Applicant. They are requesting that the BOC amend the approval to permit the posting of financial security for the project by M&T Bank, located at 1800 Washington Blvd., Baltimore MD, with the costs attendant to delivery be the obligation of Developer.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Setton, which was seconded by Commissioner Kelly, granting approval of above-mentioned resolution as discussed.

Roll Call Vote as follows:

- Commissioner Wolk: AYE
- Commissioner Mobilio: AYE
- Commissioner Kelly: AYE
- Commissioner Setton: AYE
- Commissioner Morgan: AYE

Motion carried.

8. MOTIONS

a. Motion Requesting Permission to Award Bid for the Variable Frequency Drives (VFD's) at Jacoby Water Station.

Randy Cope, Director of Township Operations explained five bids were received. Staff is requesting permission to award bid to Billitier Electric in the amount of \$32,752. The bid includes furnishing and installation of two VFD's for existing water booster pumps, and includes all panels, wiring, conduits and ties to existing panels. References were checked, and proper paperwork was submitted.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, granting permission to award bid in the amount of \$32,752 to Billitier Electric, which is the lowest responsive bid.

Roll Call Vote as follows:

- Commissioner Wolk: AYE
- Commissioner Mobilio: AYE
- Commissioner Kelly: AYE
- Commissioner Setton: AYE
- Commissioner Morgan: AYE

Motion carried.

b. Motion Requesting Permission to Proceed with the Purchase of a Replacement Restroom at Covered Bridge Park

Mike Kukitz, Parks & Recreation Manager explained that Staff is requesting permission to proceed with purchasing the replacement restroom in CBP in the amount of \$94,900, with an installation price of \$57,500 for a total price of \$152,400. \$155,000 is budgeted in the 2021 budget. Anticipated project completion date is March 2021.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Wolk, which was seconded by Commissioner Kelly, granting permission to proceed with purchase of replacement restroom at CBP, for a total price of \$152,400.

Roll Call Vote as follows:

- Commissioner Wolk: AYE
- Commissioner Mobilio: AYE
- Commissioner Kelly: AYE
- Commissioner Setton: AYE
- Commissioner Morgan: AYE

Motion carried.

c. Motion to Proceed with Small Business Grants Program for Businesses Operating in South Whitehall Township.

President Morgan asked Commissioner Mobilio to take the lead on this item and where we are on this. Commissioner Mobilio explained that at the November 18th BOC meeting, he introduced a proposal to establish a COVID relief fund for the benefit of SWT businesses, and has since worked with staff and the solicitor’s office to investigate the feasibility of such a fund. It has been determined that such a fund is feasible. An outline and framework have been established, fully developed eligibility criteria, and conditioned upon this Board’s approval, would partner with the Greater Lehigh Valley Chamber of Commerce who will be responsible for the administrative tasks to implement the fund, accept applications and distribute the funds. Fund total will be \$115,000; source would be the fiscal stability fund. No monies set aside for Wehr’s Dam will be used for this fund. No monies Township received from a COVID relief fund will be used—those funds have already been allocated to other programs in the Township, and would have to be used by December 31, 2020, which would not have been possible for this project. Maximum grant amount per business \$3,500. These grants are an investment into our community and the future economic prosperity of our Township. These grants will help businesses stay afloat, while sending a message that not only will we stand with the residents of SWT when the going gets tough, but we will do everything in our power to ensure and protect their way of life. At this time Commissioner Mobilio urged his fellow board members to join him in the fight to save SWT small businesses, and to be in favor of this fund, and partner with the Chamber in the administration of this fund.

Solicitor Zator explained that SWT does have the authority, based on the newly revised first-class township code, via a very recent change authorized by both houses of the legislature, and signed by the governor, which specifically provides the authority for SWT to take such actions and use its finances for maintenance of peace, good government and welfare of the township and its trade, commerce and manufacturers. Solicitor Zator is confident that this action discussed this evening can be taken by SWT, if this Board chooses to do so.

Board/Public questions/comments taken at this time.

A MOTION was made by Commissioner Wolk, which was seconded by Commissioner Kelly, to TABLE the COVID relief fund, to discuss in a workshop session second Wednesday in January.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	NO
Commissioner Kelly:	AYE
Commissioner Setton:	NO
Commissioner Morgan:	NO

Motion did NOT carry.

A MOTION was made by Commissioner Mobilio, which was seconded by Commissioner Morgan, directing Township Solicitor to collaborate with Staff to create an ordinance for consideration, regarding the creation of a COVID relief fund, in the amounts as previously discussed above, to be presented to the BOC in January.

Roll Call Vote as follows:

Commissioner Wolk:	NO
Commissioner Mobilio:	AYE
Commissioner Kelly:	NO
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

Additionally, the following motion considered was as follows:

A MOTION was made by Commissioner Setton, which was seconded by Commissioner Kelly, to place a restriction back on the \$150,000 Wehrs Dam money, which is in the fiscal stability fund, and proceed with the budgeted amount to the fund, and continue with the \$50,000 annually.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

9. CORRESPONDENCE AND INFORMATION ITEMS:

a. Police Chief – Statistics Report

Chief Glen Dorney explained that for the month of November there were 901 reports; 86 self-initiated reports done vs. 948 reports done November 2019. Most common report is EMS, with 180 for month of November. UCRs were 66 for November 2020 vs. 84 in 2019. Arrests were 21 for November 2020, w/11 of them being self-initiated, vs. 50 arrests in 2019.

Heroes for the Holiday Event – Chief wanted to thank the PSD, Parkland Educational Foundation, the Kennedy Family, Calvary Temple of Allentown—Pastor Ray and all his folks, Cetrionia Ambulance Corps, Yourway – The Biopharma Services Company, Parkland Cares Food Pantry, UMT Police Dept , SWT Police Dept & Township Staff, along with all who came to wrap and deliver gifts for this community event.

b. Township Engineer – Report

Tony Tallarida said a very busy meeting for tomorrow evening’s PC. Construction beginning to slow down. Worked with PW to have the roadways ready for winter.

c. Public Notice – Planning Commission Meeting, Thursday, December 17, 2020, 7:30 p.m. – FYI.

d. Green Advisory Council – Monday, December 21, 2020, 6:00 p.m. – FYI.

- e. **Zoning Hearing Board Meeting – Monday, December 21, 2020, 7:30 p.m. – FYI.**
- f. Commissioner Mobilio wanted to give a brief update with regard to the filling of vacancies on Boards/Commissions, and said that we are down to just having to fill the ZHB alternate member position and two alternate positions to fill on the CSC. Chairman of the ZHB, Don Kline, currently working down his list of interviews. Still in the process of interviewing, but should be wrapped up shortly.

10. **DIRECTION/DISCUSSION ITEMS:** None.

11. **OLD BUSINESS:**

- a. **Wehr's Dam – Status:** Still no word from PA DEP regarding our permit. Still in permitting process. Coming up on 12 months. Originally told time is 12-18 months.
- b. **Campus Renovation Project:** Had a few hiccups this week with COVID. Project shut down for two days, and restarted today. Continuing on Budget—have \$55,000 of reserve money yet. Delivery date of Campus Building early January sometime.
- c. **Credit Cards – Status:** With departure of some staff, we continue to work on this. Anticipated delivery date of this would be early January.
- d. **Website:** Finalizing design of website. Staff will be hard at work with data transferring. Anticipating rollout of website sometime in January as well.

Lastly, Township Manager Renee Bickel announced that George Kinney, Director of our Community Development Department will be leaving us. She said he will be extremely missed by all. She thanked him for his professionalism, dedication, and commitment to SWT. He will be sorely missed! But, we wish him well going forward.

Also, Steve Carr, Director of our Finance Department has moved on as well. Both gentlemen were the utmost professional individuals, committed to the Township and extremely competent in their roles. Again, they will be sorely missed by us here at the Township.

The Board members expressed their appreciation to George at this time also.

12. **COURTESY OF THE FLOOR:**

Brian Hite – 1273 Eck Road. Topic: Acknowledgment to SWT Staff for the excellent service they always provide.

Mr. Fritz – Topic: Great Job with the Holiday Program to Chief Dorney and PD. Also, touched on Audit Reports, as well as the difficulties of COVID this past year.

Lee Solt – Will the new website have push notifications to residents. Township Manager Bickel said that the new website will allow residents to sign up for, and request various information (meeting notices, development info, etc.), which would automatically get emailed to them, as it becomes available.

13. **PAYMENT OF INVOICES:**

- a. **Invoices and Purchasing Requisitions have been reviewed by the Township Manager and the Director of Finance, who authorize that checks be issued to pay bills as tabulated.**

A MOTION was made by Commissioner Kelly, and seconded by Commissioner Morgan, to approve the payment of all invoices. All in favor; none opposed.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

- 14. **EXECUTIVE SESSION:** No executive session after this meeting.
- 15. **ADJOURNMENT:** At 10:12 p.m. a MOTION was made by Commissioner Kelly, which was seconded by Commissioner Morgan to adjourn. All in favor; none opposed.
- 16. **APPROVED:**

**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

**ORDINANCE NO. _____
(Duly Adopted _____, 2021)**

AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF SOUTH WHITEHALL TOWNSHIP TO ADD A NEW CHAPTER 65 ENTITLED THE SOUTH WHITEHALL TOWNSHIP COVID-19 RELIEF SMALL BUSINESS GRANT PROGRAM AND FURTHER PROVIDE FOR SEVERABILITY, FAILURE TO ENFORCE NOT A WAIVER, REPEALER, AND EFFECTIVE DATE.

WHEREAS, South Whitehall Township (the “Township”) is a political subdivision, municipal corporation, and First-Class Township of the Commonwealth of Pennsylvania, being a body corporate and politic, situated in Lehigh County, duly established and lawfully existing under and pursuant to the First-Class Township Code of the Commonwealth of Pennsylvania, 53 P.S. §55101 et seq., as amended; and

WHEREAS, the Township, like many municipalities across the Commonwealth of Pennsylvania, has seen its small business community suffer due to the COVID-19 pandemic; and

WHEREAS, the Township has a vested interest in protecting the Township’s small business community as it contributes to the Township’s economy, employs its residents, and positively affects the health, safety, welfare, and well-being of its residents; and

WHEREAS, the Township wishes to assist its small business community by providing financial assistance, in the form of grants, to help this community survive for the benefit of the Township and its residents.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Commissioners of South Whitehall Township, Lehigh County, Commonwealth of Pennsylvania as follows:

SECTION 1: ADOPTION OF CHAPTER 65

Chapter 65 shall be added to the Township’s Codified Ordinances with the following provisions:

§ 65-1: NAME

This ordinance shall be commonly known as the South Whitehall Township COVID-19 Relief Small Business Grant Program.

§ 65-2: PURPOSE AND INTENT

The purpose of this ordinance is to provide financial assistance to small businesses located within the Township that have been and are being negatively affected by the ongoing pandemic and necessary shut down of businesses.

§ 65-3:

A. COVID-19 Small Business Grant. South Whitehall Township hereby adopts the COVID-19 Relief Small Business Grant Program, attached hereto as Exhibit “A,” which is incorporated by reference as if fully set forth herein.

§ 65-4:

A. The Board of Commissioners authorizes a one-time disbursement of one-hundred fifteen thousand (\$115,000) Dollars from the Fiscal Stability Fund to the Greater Lehigh Valley Chamber of Commerce to fund the South Whitehall Township COVID-19 Relief Small Business Grant Program.

B. This money shall be used solely for the South Whitehall Township COVID-19 Relief Small Business Grant Program and will be disbursed to approved businesses using the criteria and selection process in § 65-3.

SECTION 2: SEVERABILITY

If any sentence, clause, section, term, phrase, or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, terms, provisions, or parts of this Ordinance. It is hereby declared the intent of the Board of Commissioners of South Whitehall Township that this Ordinance would have been adopted had such an unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included herein.

SECTION 3: FAILURE TO ENFORCE NOT A WAIVER

The failure of the Township to enforce any provision of this Ordinance shall not constitute a waiver by the Township of its rights of future enforcement hereunder.

SECTION 4. REPEALER

Any ordinance, resolution and/or other regulation of the Township, or any parts of ordinances, resolutions and/or other regulations of the Township which are inconsistent herewith are hereby repealed. All other provisions of the ordinances, resolutions and/or other regulations of the Township of South Whitehall, Lehigh County, Pennsylvania shall remain in full force and effect.

SECTION 5: EFFECTIVE DATE

This Ordinance shall become effective immediately following the date of adoption by the Board of Commissioners.

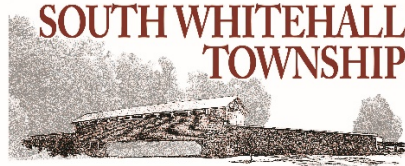
DULY ORDAINED AND ENACTED this ____ day of _____, 2021, by a majority of the Board of Commissioners of the Township of South Whitehall Township, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners. As part of this Ordinance, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Ordinance on behalf of the Board.

ATTEST:

**BOARD OF COMMISSIONERS
SOUTH WHITEHALL TOWNSHIP**

, Secretary

Christina Tori Morgan, President



COVID-19 RELIEF SMALL BUSINESS GRANT PROGRAM

1. South Whitehall has dedicated \$115,000 to be used by businesses in South Whitehall Township who have been negatively impacted by COVID-19. This program will be administered by the South Whitehall Township Director of Finance, Township Manager and Business Privilege Tax Administrator (collectively “Township Administration”) in partnership with the Greater Lehigh Valley Chamber of Commerce.
2. South Whitehall Township Businesses with gross receipts of \$750,000 or less may apply for up to a \$3,500 grant for COVID-19 related expenses.
3. The Greater Lehigh Valley Chamber of Commerce will conduct outreach and marketing with a goal of ensuring small, vulnerable, and disadvantaged businesses have access to the grant application platform.
4. The Greater Lehigh Valley Chamber of Commerce will provide technical assistance to businesses during application preparation and online submission.
5. South Whitehall Township will fund the grants to approved businesses.
6. Businesses will be required to provide certifications regarding accuracy and truthfulness of information submitted in the application. Applicants must be aware of such certifications outlined in these guidelines.

PROGRAM ELIGIBILITY

1. Grants of up to \$3,500 are available for eligible businesses that have been negatively affected by the COVID-19 pandemic and related statewide business closures.
2. South Whitehall Township Businesses with gross receipts of \$750,000 or less, in either calendar year 2019 or 2020, are eligible to apply for up to a \$3,500 grant for COVID-19 related expenses.

Gross receipts shall be determined by the business's most recently filed South Whitehall Township Business Privilege Tax return. If the business was a startup in 2019 and has not yet filed taxes, a management prepared statement of revenue and expenses as of December 31, 2020 is acceptable.

3. A determination of gross receipts shall be defined as defined in the South Whitehall Township Ordinance Chapter 328-8(D) titled "Determination of Gross or Whole Volume Business."
4. In addition to the gross receipt requirement, the eligible business must also have a projected or actual (if known at the time of application) decrease of 20% or more in gross receipts for 2020. If the business was a startup after January 1, 2019, the 20% reduction shall be determined by comparing quarterly returns from 2019 to the same quarter of 2020.
5. Eligible businesses must be physically based and operate in South Whitehall Township and must have filed or will file a South Whitehall Township Business Privilege Tax Return.
6. Eligible businesses must have must have been in operation on December 31, 2019, and they must have operated for at least one full quarter in 2019.
7. Eligible businesses must currently be operating or have a clear plan to re-open once the Commonwealth permits re-opening of the business. If a business is closed, its clear plan to reopen must be provided with other application material.

ELIGIBLE USES OF FUNDING

1. Costs related to the continuation of group health care benefits during periods of paid sick, medical, or family leave, and insurance premiums.
2. Working capital for the purpose of paying business related mortgage interest payments (but not mortgage prepayments); and business-related interest payments on any other debt obligations that were incurred before February 15, 2020.
3. Rent payments.
4. Utility payments.
5. Payroll.

8. Working capital for the purpose of covering the costs of re-opening business operations after being fully or partially closed due to the state-mandated business closure period commencing March 2020, if the expense was incurred due to COVID-19.
9. Any expenses (costs) incurred related to the expense of implementing COVID-19 safety measures, including but not limited to specialized equipment, barriers, PDE's, and employee training expense to ensure compliance with state and federal CDC guidelines for reopening.
10. Any Covid-19 related expenses not already paid for with other relief measures such as state grants or loans, US SBA Paycheck Protection Loans, local or regional grant and/or loan programs.

INELIGIBLE BUSINESS

1. Businesses that are not physically based in South Whitehall Township.
2. Businesses that are in active default (not on a payment plan) with taxes or fees owed to the County, South Whitehall Township, the Federal Government, or Commonwealth.
3. Businesses engaged in any activity that is illegal under federal, state, or local law.
4. Businesses owned or controlled by any owner that has ever obtained a direct or guaranteed loan from the State of Pennsylvania or any Federal agency that is currently delinquent or has defaulted within the last seven years and caused a loss to the government.
5. Non-Profit organizations, including without limitation, all charities, Churches, and other religious institutions.
6. Financial businesses primarily engaged in the business of lending, such as banks or finance companies.
7. Passive real estate companies and investors who file a Schedule E on their personal tax returns are not eligible.
8. Real estate businesses in which the majority (>51%) of their income is rental income.
9. Life insurance companies.
11. Private clubs and businesses which limit the number of memberships for reasons other than capacity.
12. Government-owned entities or elected official offices.
13. Businesses primarily engaged in political or lobbying activities.
14. An owner of 20 percent or more of the equity of the applicant is incarcerated, on probation, on parole; presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction; or has been convicted of a felony involving fraud, bribery, embezzlement, or a false statement in a loan application or an application for federal financial assistance within the last five years or any other felony within the last year.
15. Business that has received another Grant or loan for the expenses included in this program from the Lehigh County Small Business Grant Program.

16. Businesses with one or more municipal liens against them.
17. Businesses currently filing for bankruptcy or planning to in 2021.
18. Home based businesses.

APPLICATION REVIEW PROCESS

1. Once an application is received, South Whitehall Township in partnership with the Greater Lehigh Valley Chamber of Commerce will process applications and review for administrative completeness.
2. Complete grant applications will be reviewed by a committee consisting of Township Administration, designated South Whitehall Township Board of Commissioners member(s), and the Greater Lehigh Valley Chamber of Commerce (collectively the “Review Committee”).
3. The Review Committee will review each application, make a final recommendation of approval or denial, and will forward the recommendation to the South Whitehall Township Manager.
4. The South Whitehall Township Manager shall review the recommendations and place all recommended approvals on the agenda at the next scheduled South Whitehall Township Board of Commissioners meeting for discussion and vote on final approval.
5. At the Board of Commissioners meeting, the Commissioners shall review, discuss, and vote on whether to grant final approval on all recommended approvals from the Review Committee. Final approval shall be granted on a majority vote of Commissioners present at the meeting.
6. All approved applications will be funded by South Whitehall Township on a first come first serve basis subject to a limited exception.
7. A limited exception shall give priority to businesses who can demonstrate it has not received other state or federal COVID-19 grant or loan assistance and/or funding.

REQUIRED DOCUMENTATION CHECKLIST

- Most recent Business Privilege Tax Return filed (2019 or 2020) – must be in an electronic form for online upload, such as PDF.

- If the applicant was a startup in 2019 and has not yet filed taxes, a management prepared statement of revenue and expenses as of December 31, 2020; must be in an electronic form for online upload, such as PDF.
- Copy of official filing with the Department of State or local municipality for your business such as one or more of the following must be provided in electronic format for upload, such as PDF:
 - Articles of Incorporation
 - Certificate of Organization
 - Fictitious Name Registration
 - Government-Issued Business License
- Any form of acceptable government-issued photo ID; must be in an electronic form for online upload, such as PDF.

APPLICANT CERTIFICATION

Applicants must be aware of the critical Applicant Certifications set forth below:

- South Whitehall Township may rely on applicant certifications for use of funds, business eligibility, owner information and financial information for both the business and the owner. Applicants must make this certification in good faith, considering their current business activity and their ability to access other sources of liquidity sufficient to support their ongoing operations in a manner that is not significantly detrimental to the business.
- Applicant understands that the grant funds available under the South Whitehall Township COVID-19 Relief Small Business Grant Program are limited, and thus, certain small business owners, including small business owners who may otherwise qualify for such grant funds, may not be selected to receive grant funds under the South Whitehall Township COVID-19 Relief Small Business Grant Program. The grant funds, subject to a limited exception, will be awarded by South Whitehall Township, on a first come, first serve basis. The limited exception is that priority will be given to businesses who can demonstrate that it has not received other state or federal COVID-19 grant assistance and/or funding.

Businesses receiving grant funds must certify such compliance under penalty of perjury and fines pursuant to 18 Pa. C.S. § 4904 (relating to unsworn falsification to authorities) to all the below:

1. The business was in operation on February 1, 2020 and, if required, paid income taxes to the state and federal government, as reported on individual or business tax returns.
2. COVID-19 has had an adverse economic impact and makes this grant request necessary to support the ongoing operations of the applicant.
3. The grant will be used only for eligible uses of funding as described in the South Whitehall Township COVID-19 Relief Small Business Grant Program. I understand that if the funds are

knowingly used for unauthorized purposes, the county, state, and federal government may hold me legally liable such as for charges of fraud.

4. During the period beginning on February 15, 2020 and ending on December 31, 2020, the Applicant has not and will not receive another Grant or loan for the expenses included in this application from any county, state or federal authority.
5. The business must have been, and remain, in compliance with all relevant laws, orders, and regulations during the period of the COVID- 19 disaster emergency under the Pennsylvania Governor’s proclamation dated March 6, 2020, and any and all subsequent renewals. The foregoing includes, but is not limited to, orders by the Governor, Secretary of Health, or other commonwealth officials empowered to act during the emergency. Any noncompliant business will be ineligible for funding under this program and may be required to return all, or a portion, of the funds awarded.
6. I understand that I am ineligible to receive funding under this COVID-19 Relief Statewide Small Business Assistance Program if I, or any owner of 20 percent or more of the equity of the applicant is incarcerated, on probation, on parole; presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction; or has been convicted of a felony involving fraud, bribery, embezzlement, or a false statement in a loan application or an application for federal financial assistance within the last five years or any other felony within the last year.
7. I further certify that the information provided in this application and the information provided in all supporting documents and forms is true and accurate in all material respects. I understand that knowingly making a false statement to obtain a grant from South Whitehall Township is punishable under state and federal law, including under 18 USC 1001 and 3571 by imprisonment of not more than five years and/or a fine of up to \$250,000; under 15 USC 645 by imprisonment of not more than two years and/or a fine of not more than \$5,000; and, if submitted to a federally insured institution, under 18 USC 1014 by imprisonment of not more than thirty years and/or a fine of not more than \$1,000,000.
8. I acknowledge that the Township will confirm the eligible grant amount using required documents submitted. I understand, acknowledge, and agree that the Township can share any information that I have provided with authorized representative from Lehigh County and the Commonwealth of Pennsylvania, for the purpose of compliance with this Grant Program’s requirements.

Click [here](#) to download the program overview.

SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA

RESOLUTION NO. 2021-__
(Duly Adopted January 6, 2021)

A RESOLUTION APPOINTING LEE N. SOLT
AS AN ALTERNATE MEMBER TO THE
SOUTH WHITEHALL TOWNSHIP ZONING HEARING BOARD

WHEREAS, the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, is cognizant of the vacancy on the South Whitehall Township Zoning Hearing Board; and

WHEREAS, Mr. Lee Solt has acknowledged his willingness to fill this vacancy and serve as an alternate member on the Township Zoning Hearing Board.

NOW, THEREFORE, BE IT RESOLVED that Lee N. Solt, 3731 Manchester Road, Allentown, Lehigh County, Pennsylvania, be appointed as an alternate member to the South Whitehall Township Zoning Hearing Board, said appointment terminating January 6, 2026 or until a successor shall have been appointed.

DULY ADOPTED this 6th day of **January 2021** by the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, in lawful session duly assembled.

TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS

Christina "Tori" Morgan, President

ATTEST:

Scott Boehret, Township Secretary

Tracy J. Fehnel

From: Renee C. Bickel
Sent: Wednesday, October 7, 2020 10:13 PM
To: Tracy J. Fehnel
Subject: Fwd: Updated Positions for Application
Attachments: Lee Solt update Application 10 7 2020.pdf; ATT00001.htm

Sent from my iPhone

Begin forwarded message:

From: Lee Solt <lnstrp74@ptd.net>
Date: October 7, 2020 at 9:52:00 PM EDT
To: "Renee C. Bickel" <bickelr@southwhitehall.com>
Subject: Updated Positions for Application

Ms. Bickel,

Attached is an updated application to be attached to my previous application that I submitted for the Planning Commission.

The application has additional positions for committees and boards that I would be interested in serving on.

Please feel free to contact me if you need additional information. This is being submitted after I spoke with Commissioner Morgan about open positions.

Thank you,

Lee Solt
3731 Manchester Road
Allentown, PA 18104
lnstrp74@ptd.net

home: 610-395-9053
cell: 610-509-5757



VOLUNTEER BOARD MEMBER APPLICATION

Date: 10/7/2020

Please identify what Commission(s), Committee(s) or Board(s) you are applying for:

- | | |
|--|---|
| <input type="checkbox"/> Building Code Appeals Board | <input type="checkbox"/> Parks and Recreation Board |
| <input type="checkbox"/> Board of Authority | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Plumbers Licensing Appeals Board |
| <input checked="" type="checkbox"/> Environmental Advisory Council | <input type="checkbox"/> Public Safety Commission |
| <input type="checkbox"/> Fire Prevention Code Appeals Board | <input checked="" type="checkbox"/> Zoning Hearing Board |
| <input type="checkbox"/> Landscape and Shade Tree Commission | |
| X Green Advisory Comission | X Shade Tree Comission |

Contact info:

Your Name: Lee N. Solt

Address: 3731 Manchester Road

City/State/Zip: Allentown, PA 18104

Telephone: 610-395-9053 Cell: 610-509-5757

E-mail: LNSTRP74@PTD.NET

Qualifications: (if possible, please attach your Letter of Interest along with your latest Resume)

Education: school, degree, major, ad-hoc training/certifications

Occupation/Job experience:

Municipal government experience - specifically in a Board/Committee/Commission position:

Motivation:

Why are you interested in serving as a Township Volunteer?

Community involvement history:

Goal as Volunteer Board Member:

If selected, what would you like to accomplish?

When complete, email form to info@southwhitehall.com with "Volunteer Board Member Application" in the Subject line or print and mail to:

South Whitehall Township
Attn: Township Manager
4444 Walbert Avenue
Allentown, PA 18104-1699

Lee Nelson Solt

3731 Manchester Road, Allentown, PA 18104 | Cell: 610-509-5757 | Instrp74@ptd.net

Summary

Highly qualified and experienced professional with strong leadership skills is seeking a position on the South Whitehall Planning Commission. My ability to manage multiple tasks, work under pressure along with being an independent and effective team member with real-life skills to improve our community and be an effective member of the board.

- B2B and B2C Sales
- Customer Relations
- Project and Personal Management
- Marketing
- Accounts Receivable and Billing
- Product Development and Training
- Negotiating
- Strong Verbal Communication
- High Level Presentations
- Volunteer Coordination

Professional Experience

K&T Vintage Sports Cars, LLC – Bethlehem, PA

Parts/Office Manager

Sept. 2015 – Present

- Constantly striving to improve current workflow processes, monitoring daily productivity and financial status
- Researching products, processing requisitions, including ordering, re-stocking, and shipment receiving
- Creating customer bills, processing customer payments and processing vendor invoices
- Communicating with customers current job status and issues through regular follow-up correspondence
- Managing incoming and existing customers expectations, estimates and requests for information or services
- Communicating with staff the requests of customers to insure information is relayed to technicians

Lamar Advertising Company – Fogelsville, PA

Account Executive

Jan. 2015 – Sept. 2015

- Maintained relationships with established accounts and prospected new retailers engaging prospects in person
- Planned, organized and executed daily sales visits, strategies and territory plans
- Negotiated and prepared sales contracts for new and existing customers
- Tracked and reported on lead development and sales activities daily

The Cathedral of St. Catharine of Sienna / St. John Vianney Regional School - Allentown, PA

Project Manager, Operations & Maintenance

April 2012 – May 2014

- Oversaw vendor bid process for large maintenance projects
- Implemented new paper dispensing system in school and church resulting in a 30% yearly savings
- Designed new gymnasium floor design and negotiated a yearly maintenance contract
- Planned and executed a detailed maintenance and cleaning schedule for school
- Manage day-to-day maintenance of 5 buildings on campus and construction projects

Software Consulting Services, LLC – Nazareth, PA

Sales and Applications Representative

Dec. 1999 – Oct. 2009

- Was the first salesperson to sell a complete enterprise wide system to a newspaper, The Norfolk Daily News
- Organized and lead two successful overseas site visits for potential clients
- Managed North American, Canadian and Caribbean territory
- Developed product information handouts for outside vendor products
- Prepared and presented technical product demonstrations
- Developed new business by cold calling, letter writing campaigns and communicating with existing customers

The Camera Shop Inc. – Broomall, PA

Store Manager

June 1987 – December 1999

- Increased sales at each assigned location
- Continually trained staff on product knowledge and customer relations

Education

B.F.A. Communication Design – Kutztown University

Computer Skills

- Windows and Mac
- Microsoft Office
- Goldmine CRM
- Adobe InDesign / Adobe Photoshop
- Quickbooks
- MaxxTrax

Volunteer Positions

Boy Scouts of America

Troop & Pack 74 – St. Catharine of Siena – Allentown, PA

Committee Member: 2017 – Present

Scoutmaster: 2007- 2017

Assistant Scoutmaster: 2008 – 2010

Cubmaster: 2002 – 2008

Minsi Trails Council – Trexler District

Scouting for Food Coordinator: 2012 - 2015

Tournament Director – Education Classic Golf Tournament: 2010 – 2013

Volunteer Certificates

Recognizing and Reporting Child Abuse: Mandated and Permissive Reporting in Pennsylvania: 2016

FBI Fingerprint Criminal Background Check: 2016

Pennsylvania State Police Criminal Background Check - Volunteer Purposes: 2016

Pennsylvania Child Abuse History Certification: 2015

Lee N. Solt

3731 Manchester Road • Allentown, PA 18104-2241

Email: Instrp74@ptd.net • Home: 610-395-9053 • Cell: 610-509-5757

November 18, 2019

South Whitehall Township
Attn: Renee Bickel, Township Manager
4444 Walbert Avenue
Allentown, PA 18104-1699

*Set up
interview*

This letter and application are being submitted for a position as volunteer board member for the South Whitehall Planning Commission. I would appreciate your consideration for a position on the board.

I have lived within 12 miles of my current residence for my whole life. I have seen the areas around Allentown grow from a mid-size community to the large metropolitan area that we have today. I believe having lived through and experienced this growth, both good and bad, along with my other attributes would benefit to the South Whitehall Planning Commission and our community.

As a professional, I have successfully communicated to many levels of staff in both business and non-profit environments. I have a proven ability to review and understand complex documents and decipher their meaning. Each and every professional position I have held has dealt with providing customers and peers honest, informative and correct information.

Over the past two years, I have attended many South Whitehall Planning Commission meetings and feel my input, logical thinking and the desire to see our township grow responsibly would be a benefit to the board and township.

Please feel free to contact me at 610-509-5757 or Instrp74@ptd.net if you have any additional questions or to schedule an interview with me. Thank you for your time and consideration, I look forward to hearing from you.

Sincerely,



Lee N. Solt



VOLUNTEER BOARD MEMBER APPLICATION

Date: 11 / 18 / 2019

Please identify what Commission(s), Committee(s) or Board(s) you are applying for:

- Building Code Appeals Board, Board of Authority, Civil Service Commission, Environmental Advisory Council, Fire Prevention Code Appeals Board, Landscape and Shade Tree Commission, Parks and Recreation Board, Planning Commission, Plumbers Licensing Appeals Board, Public Safety Commission, Zoning Hearing Board

Contact info:

Your Name: Lee Nelson Solt, Address: 3731 Manchester Road, City/State/Zip: Allentown, PA 18104, Telephone: 610-395-9053, Cell: 610-509-5757, E-mail: lbsolt@ptd.net

Qualifications: (if possible, please attach your Letter of Interest along with your latest Resume)

Education: school, degree, major, ad-hoc training/certifications, Please see resume

Occupation/Job experience: Please see resume

Municipal government experience - specifically in a Board/Committee/Commission position: None

Motivation:

Why are you interested in serving as a Township Volunteer?

I believe our community needs to grow responsibly within the regulations and ordinances set forth by South Whitehall Township. I also believe that common sense and logic has to play a part in those decisions. My desire to serve on the Planning Commission is to assure that the processes set forth are followed by the developers and that our community grows while maintaining a balance. I would also like to see the new comprehensive plan take into consideration our current infrastructure, its limitations, the cost to expand the infrastructure and our current and future service needs.

Community involvement history:

My community involvement over the past 17 years has been with the Boy Scouts of America. I have been a leader and/or committee member at Cub Scout Pack 74 and/or Boy Scout Troop 74. I was the Trexler District Scouting For Food Coordinator for the Minsi Trail Council for 3 years. I volunteered to run the Education Classic, a golf tournament fundraiser for the Cathedral School, now St. John Vianney Regional School. I also coached youth basketball for 12 years.

Goal as Volunteer Board Member:

If selected, what would you like to accomplish?

I would like to see our already developed areas that are now unoccupied be redeveloped before taking unused green space. That our new comprehensive plan has better-planned communities, smarter commercial development and preserve as much farm and green space as possible. My goals would be to expand the notification to residences within the proximity of proposed development, better communication of planning commission meetings and to assist in helping the South Whitehall Township community to understand the processes within the township. Also to first understand the "credit" process currently in place and to make sure that the "credits" are fair and/or favor the township.

When complete, email form to info@southwhitehall.com with "Volunteer Board Member Application" in the Subject line or print and mail to:

South Whitehall Township
Attn: Township Manager
4444 Walbert Avenue
Allentown, PA 18104-1699

**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2021-____
(Duly Adopted January 6, 2021)**

A RESOLUTION TO AMEND THE FEE SCHEDULE REGARDING ADMINISTRATIVE FEES, CONSTRUCTION PERMIT FEES, SPECIAL AND OTHER PERMIT FEES, SUBDIVISION OR LAND DEVELOPMENT FEES, NON-SUBDIVISION OR LAND DEVELOPMENT FEES, POLICE DEPARTMENT FEES, PUBLIC WORKS FEES, AND PARKS AND RECREATION FEES; AND TO PROVIDE FOR A GENERAL REPEALER, SEVERABILITY CLAUSE AND EFFECTIVE DATE

WHEREAS, the South Whitehall Township Board of Commissioners is supportive of ongoing staff efforts to create a comprehensive, transparent and customer-friendly Fee Schedule; and

WHEREAS, the South Whitehall Township staff has recommended changes to the current Fee Schedule to reflect actual costs for Township services and to improve simplicity, clarity and ease of administration, and

WHEREAS, the Board of Commissioners wishes to maintain a Master Fee Schedule that can be efficiently modified by staff from time to time.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED by the Board of Commissioners of South Whitehall Township as follows:

SECTION 1. The Master Fee Schedule.

The current Fee Schedule is hereby replaced in its entirety by the Fee Schedule, which is attached hereto as Exhibit "A" and incorporated herein.

SECTION 2. General Repealer.

Any ordinance, resolution and/or other regulation of the Township, or any parts of ordinances, resolutions and/or other regulations of the Township, in conflict herewith are hereby repealed. All other provisions of the ordinances, resolutions and/or other regulations of the Township of South Whitehall, Lehigh County, Pennsylvania shall remain in full force and effect.

SECTION 3. Severability.

The provisions of this Resolution are declared to be severable. If any article, section, subsection, paragraph, clause, phrase or provision of this Resolution shall be held to be invalid or held unconstitutional, the same shall not affect the validity of this Resolution as a whole or any part or provisions hereof, other than the part determined to be invalid or unconstitutional. It is hereby declared to be the intent of the Township that this

Resolution would have been adopted had such invalid or unconstitutional article, section, subsection, paragraph, clause, phrase or provision not been included herein.

SECTION 4. Effective Date.

This Resolution shall become effective on February 1, 2021.

DULY ADOPTED, this 6th day of **JANUARY, 2021**, by the Board of Commissioners of South Whitehall Township, in lawful session, at a duly assembled public meeting.

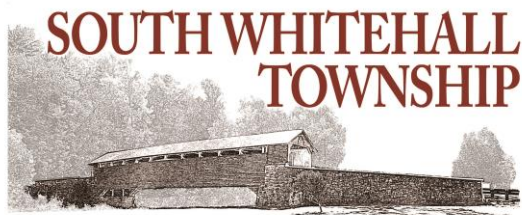
**BOARD OF COMMISSIONERS
TOWNSHIP OF SOUTH WHITEHALL**

Christina Tori Morgan, President

ATTEST:

Scott Boehret, Secretary

EXHIBIT "A"



FEE SCHEDULE

Effective February 1, 2021
 Resolution 2021-___ (Adopted January 6, 2021)

SCHEDULE "A" Administrative Fees	
Amusement Tax License	\$10
Business Privilege License:	
New License	\$35
License Renewal.....	\$35
Business Privilege Tax Appeal Hearing.....	\$2,500
Bid Specifications:	
With Plans (minimum)	\$55
Without Plans (minimum).....	\$30
Check Return Fee	\$35
Copying Fees:	
Up to 11x17.....	\$0.12 per imprint
Black & White Larger than 11x17	\$0.50 per square foot
Color Larger than 11x17.....	\$2.25 per square foot
Electronic Storage Device (Flash Drive)	\$25
Credit Card Processing Fee (varies)	\$2.95
Documentation for Balance Due - Sewer	\$20
Documentation for Balance Due - Water	\$20
Junk Yard and Dealer Licenses (Renewed Annually):	
New License	\$150
License Renewal.....	\$100
Municipal Liens and Claims Collections Costs:	
Filing Fee and Need Satisfaction	\$175
Attorney Time Expended	\$175.00/hour billed in 1/10 hour increments
Paralegal Time Expended.....	\$80.00/hour billed in 1/10 hour increments
Plumbing Licenses (Renewed Annually):	
Master Plumber License	\$60
Journeyman Plumber License	\$50
Refuse Cert Fee	\$20
Refuse/Recycling Stickers:	
Bulk Sticker.....	\$32
Freon Sticker	\$60
Grass Sticker (One-Time Use)	\$4
Grass Sticker (Annual).....	\$120
Toters:	
35 Gallon	\$48
96 Gallon	\$60
Tax Certification Fee for Township Treasurer	\$30

SCHEDULE "B" CONSTRUCTION Permit Fees

PERMIT TYPE	AMOUNT DUE AT APPLICATION*	AMOUNT DUE AT ISSUANCE
RESIDENTIAL CONSTRUCTION	\$50	SEE TABLE BELOW
NON-RES BUILDING	\$50	SEE TABLE BELOW
NON-RESIDENTIAL ELECTRICAL	\$50	SEE TABLE BELOW
NON-RESIDENTIAL PLUMBING	\$50	SEE TABLE BELOW
NON-RESIDENTIAL HVAC	\$50	SEE TABLE BELOW
NON-RESIDENTIAL SPRINKLER	\$50	\$300
FIRE PUMP/FIRE MAIN/FIRE DETECTION SYSTEMS/OTHER FIRE SUPPRESSION SYSTEMS	\$50	\$200
FIRE CODE – TENTS, UNDERGROUND STORAGE TANK REMOVALS, FIREWORKS	\$50	\$50 FOR RESIDENTIAL \$150 FOR NON-RESIDENTIAL
ADDITIONAL PLAN RE-REVIEWS, INSPECTIONS OR RE-INSPECTIONS BY SWT INSPECTORS		\$50 EACH
TRAINING FEE – ALL PERMITS UNDER UNIFORM CONSTRUCTION CODE (UCC)		FEE AS REQUIRED BY PA ACT 157

* Application Fees are non-refundable.

PERMIT ISSUANCE FEE TABLE			
Building Gross Square Footage	BUILDING - New Construction	BUILDING - Additions/ Alterations/Renovations	1 or 2 DISCIPLINES (Electrical, HVAC, Plumbing)
Minor Alteration/Change of Use	N/A	N/A	\$25
1 to 2,000	\$150	\$50	\$50
2,001 to 5,000	\$250	\$150	\$75
5,001 to 10,000	\$350	\$250	\$100
10,001 to 25,000	\$450	\$350	\$125
25,001 to 50,000	\$550	\$450	\$150
50,001 to 100,000	\$650	\$550	\$175
100,001 to 250,000	\$750	\$650	\$200
250,001 to 300,000	\$850	\$750	\$225
Over 300,001	\$950	\$850	\$250

Construction Notes and Qualifications

REVIEWS BY ALTERNATE REVIEWING AGENCIES

If, due to unusual circumstances, in-house staff is required to review applications normally reviewed by Third Party Code Officials or vice versa, the fee normally charged will apply.

TYPES OF INSPECTIONS

Include but not limited to the following: footer, foundation, building, accessibility and energy rough-ins, insulation, wallboard, building, accessibility and energy finals.

FEE CALCULATION

All fees containing a square foot price will be computed on a calculated square footage basis as measured outside-to-outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, and attics that have a minimum headroom of 6 feet.

PLAN AND SPECIFICATION REQUIREMENTS

4 copies for Third Party Code Official Review, 2 Copies for In-House Review.
All commercial building plans and specifications must be stamped and sealed by a design professional licensed in the Commonwealth of Pennsylvania.

SCHEDULE "C" SPECIAL Permit Fees

PERMIT TYPE	AMOUNT DUE AT APPLICATION*	AMOUNT DUE AT ISSUANCE
SIMPLE ZONING (not associated with any other permit review) Fences six feet above grade and lower Home-based businesses Accessory Buildings under 500 square feet in area Accessory Uses Work on driveways outside of the Right-of-Way Non-Structural Interior or Exterior Alterations	\$50	
ZONING FOR PARKING LOT LIGHTING	See Schedule "G"	
ALL OTHER ZONING	\$50	\$50
ZONING RE-REVIEWS – FOR INCOMPLETE OR DENIED PLANS, VOLUNTARY PLAN REVISIONS		\$50
SPECIAL FLOOD HAZARD (FLOODPLAIN) PERMIT	\$50	\$200
SPECIAL FLOOD HAZARD PERMIT RE-REVIEW– FOR INCOMPLETE OR DENIED PLANS, VOLUNTARY PLAN REVISIONS		\$100
PERMIT TYPE	AMOUNT DUE AT APPLICATION*	INITIAL ESCROW AMOUNT
ON-LOT SEWAGE DISPOSAL SYSTEMS – New or Replacement Systems	\$50	\$2650
ON-LOT SEWAGE DISPOSAL SYSTEMS – Repair and/or Modification of Existing Systems	\$50	\$700
Notes: * Application Fees are non-refundable. 1. This fee schedule is subject to SWT Escrow and Reimbursement Policy for Subdivision/Land Development Applications, adopted on November 7, 2012. 2. Applicant responsibility is not limited to the amount of the escrow noted on the above chart.		

SCHEDULE "D" Subdivision or Land Development Fees

Application and Initial Escrow Amounts for Subdivision or Land Development Applications

Type of Application	Application Fee	Escrow Amount	Resubmission Fee (see Note 4)
Minor Subdivision Plan Review	\$650	\$4,500 + \$500/additional lot	\$450
Major Sketch Plan Review	\$750	\$5,000 (to be credited to a subsequent Preliminary or Preliminary/Final submission escrow)	\$550
Major Non-Residential Plan Review	\$1,000	\$5,000 PLUS (0 to 5 acres - \$5,000/acre, rounded up) PLUS (>5 to 10 acres - \$2,000/acre, rounded up) PLUS (>10 to 20 acres - \$1,000/acre, rounded up) PLUS (20+ acres - \$250/acre, rounded up)	\$700
Major Residential Plan Review	\$1,000	\$5,000 PLUS (1 to 10 lots - \$1,000/lot) PLUS (11 to 20 lots - \$500/lot) PLUS (21+ lots - \$200/lot)	\$600
Major Mixed-Use Plan Review	\$1,000	\$5,000 PLUS [for residential lots (1 to 10 lots - \$500/lot) PLUS (11 to 20 lots - \$250/lot) PLUS (21+ lots - \$100/lot)] PLUS [for non-residential or mixed-use areas (0 to 5 acres - \$2,500/acre, rounded up) PLUS (>5 to 10 acres - \$1,000/acre, rounded up) PLUS (>10 to 20 acres - \$500/acre, rounded up) PLUS (20+ acres - \$100/acre, rounded up)]	\$650
Resubdivision/Lot Line Adjustment Plan Review	\$600	\$5,000	\$400

Notes:

1. This fee schedule is subject to SWT Escrow and Reimbursement Policy for Subdivision/Land Development Applications, adopted on November 7, 2012.
2. Applicant responsibility is not limited to the amount of the escrow noted on the above chart.
3. Application Fees are non-refundable.
4. Resubmission Fees: After the initial Planning Commission meeting at which a plan is reviewed, a Resubmission Fee is required to be submitted along with each subsequent formal submission of plans and/or supporting materials before the plan shall be reviewed by staff for a subsequent Planning Commission or Board of Commissioners meeting. The Resubmission Fee is non-refundable. The applicant may postpone the plan's review at any Planning Commission or Board of Commissioner meeting prior to the advertisement of that plan for the particular meeting without penalty. Once the plan is advertised to be reviewed at a particular meeting, a new Resubmission Fee shall be required for a formal review at any subsequent meeting whether or not the plan was discussed at the advertised meeting.

Fees in lieu of Land Dedication

Residential	\$2,500/dwelling unit
Non-Residential	\$0.25/square foot

Fee in lieu of Planting Shade Tree

Fee per Tree not planted per the approved Landscaping Plan	\$300
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SCHEDULE "D" Non-Subdivision or Land Development Fees

Application and Initial Escrow Amounts for Non-Subdivision or Land Development Applications		
Type of Application	Application Fee	Initial Escrow Amount
Building Code Appeal	\$250	
Building Code Consultation	Contact the appropriate 3 rd Party Review and Inspection Service	
Code/Zoning Text Amendment Request	Initial Application \$750 Resubmission* \$600	\$2,000
Code or Policy Adoption Request	\$500	\$2,000
Fire Code Appeal	\$250	
Line & Grade Permit	\$250	\$1,000
Miscellaneous Waivers	\$500	Discretionary
Professional Staff Review (includes Civil & Land Planning Engineering, Erosion & Control, Geotechnical, Land Development/Subdivision Pre-Application Consultation, Lighting, and similar Reviews)	\$150	\$1,500
Rezoning or Zoning Map Amendment	Initial Application \$750 Resubmission* \$650	\$4,000
SALDO Review Process Waiver Request (Non-Residential)	\$750	\$6,000
SALDO Review Process Waiver Request (Residential Only)	\$600	\$2,000
Sanitary Sewer Planning Module Review (Not related to a Subdivision or Land Development)	Initial Application \$200 Resubmission \$150	
Street Vacation	\$500	\$5,000
Substantive Validity Challenge	\$750	\$3,000
Zoning Conditional Use Review	See Major Non-Residential Plan Review, Major Residential Plan Review or Major Mixed-Use Plan Review, as appropriate	
Zoning Officer Preliminary Opinions	\$250	
Zoning Hearing Board Appeal for Dimensional Variance for Residential Uses	\$250	
Zoning Hearing Board Appeal for Special Exceptions and all others for Residential Uses	\$350	
Zoning Hearing Board Appeal for Dimensional Variance for Non-Residential Uses	\$750	
Zoning Hearing Board Appeal for Special Exceptions and all others for Non-Residential Uses	\$1,000	
Zoning Hearing Board Continuance Fee for each advertised Zoning Hearing Board Hearing after the initially-advertised Hearing	\$150	
Zoning Hearing Board Appeal for Temporary Use Review	\$250	
Zoning Hearing Board Appeal for Time Extension Request	\$200	
Notes:		
<ol style="list-style-type: none"> 1. For Zoning Hearing Board Appeals, the applicant is responsible for 50% of the stenographer fees associated with the Zoning Appeal. 2. This fee schedule is subject to SWT Escrow and Reimbursement Policy for Non-Subdivision/Land Development Applications, adopted on November 7, 2012. 3. Applicant responsibility is not limited to the amount of the escrow noted on the above chart. 4. Application Fees are non-refundable. 		
* Resubmission Fees: See Note 4 Resubmission Fees on page 4		

SCHEDULE "E" Police Department Fees

Police Service Fees:

Police Accident Report.....	\$10
Finger Printing.....	\$10
Dog Pick-Up.....	\$50
Record Search	\$10

Police Service Extra Duty Overtime Rates:

Parkland School District	\$56.00/hour
All Others	\$67.00/hour

SCHEDULE "F" Public Works Fees

PERMIT TYPE	AMOUNT DUE AT APPLICATION*
Right-Of-Way Permits And Fees:	
Any Permit For A Utility Company	\$125
Any Work In Or On A Public Street	\$125
New Driveway**	\$125
Driveway Repair Or Resurface**	\$125
Sidewalk Repair Or Replacement Without Curbing**	\$125
Curbing Repair or Replacement	\$125
Dumpster/Equipment In Right-Of-Way**	\$75
Zoning Review (if required)	\$25
Line and Grade Permit	See Schedule "D"

* *Application Fees are non-refundable.*

** *Permit applications for residential applications shall NOT require Performance Escrow and Inspection Escrow.*

Right-Of-Way Permit Performance and Inspection Escrows

Area of Disturbance	Performance Escrow	Inspection Escrow
1-100 sq ft	\$1,000	\$250
101-200 sq ft	\$2,000	\$300
201-300 sq ft	\$3,000	\$350
301-400 sq ft	\$4,000	\$400
401-500 sq ft	\$5,000	\$450
Greater than 500 sq ft	See note 2	See note 2

Minimum Deposit/Escrow Amount \$250 Minimum Performance Escrow Amount \$1,000 Inspections billed at \$50/hour

Note 1: Inspection Escrow amounts are only noted as the initial amount posted. Should inspection escrow need to be replenished, the amount will be determined by the Township Manager.

Note 2: Performance Escrow and Inspection Escrow to be determined based on extent of area to be disturbed. It is estimated that each 100 square feet of additional disturbance will result in a \$1,000.00 Performance Escrow and a \$50.00 Inspection Fee.

Note 3: Performance Escrow and Inspection Escrow amounts can be reviewed and adjusted based on approval from the Township Manager, the Director of Administration or the Public Works Manager.

Street Signage Fees:

New Or Replacement Traffic Sign.....	\$150
New Or Replacement Sign For Private Streets.....	\$150
New Or Replacement Handicapped Parking Space.....	\$150

Traffic Control Fees:

Traffic Control Devices - Rental, Delivery & Pick-Up.....	\$75
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SCHEDULE "F" Public Works Fees (continued)

Fire Flow Fees:

Fire Flow Test (During Business Hours - 8:00 a.m. to 2:30 p.m.)	\$225
Fire Flow Test with Traffic Control or After Business Hours	\$325
Fire Flow Test – Observation Only.....	\$125

Water and Fire Hydrant Fees:

Residential Water Turn Off (During Business Hours – 8:00am to 2:30pm)	\$50
Residential Water Turn On (During Business Hours – 8:00am to 2:30pm).....	\$50
Residential Water Turn Off (After Business Hours – 2:30 p.m. to 8:00 a.m.)	\$150
Residential Water Turn On (After Business Hours – 2:30 p.m. to 8:00 a.m.).....	\$150
Commercial Water Turn Off (During Business Hours – 8:00am to 2:30pm).....	\$150
Commercial Water Turn On (During Business Hours – 8:00am to 2:30pm)	\$150
Commercial Water Turn Off (After Business Hours – 2:30 p.m. to 8:00 a.m.).....	\$300
Commercial Water Turn On (After Business Hours – 2:30 p.m. to 8:00 a.m.)	\$300
Water Use (Before Meter Installation).....	\$100
Fire Hydrant Use.....	\$150

Water/Sewer Allocation Fee:

Application Fee	\$250
Water or Sewer Allocation Fee..... See Ordinance #1026 or most recent amendment thereto for calculation method	

Water/Sewer Tapping Fees:

If a Professional Services Agreement is required.....	\$250
If using an existing Professional Services Agreement or similar existing escrow	\$200
Water or Sewer Tapping Fee..... See Ordinance #1025 or most recent amendment thereto for calculation method	

Water/Sewer Investigation Fee (per visit):

Residential (During Business Hours - 8:00 a.m. to 2:30 p.m.).....	\$50
Residential (After Business hours - 2:30 p.m. to 8:00 a.m.).....	\$100
Commercial (During Business Hours - 8:00 a.m. to 2:30 p.m.)	\$100
Commercial (After Business hours - 2:30 p.m. to 8:00 a.m.)	\$200
Final Meter Reading (72 hours notice).....	\$50
Final Meter Reading (No Notice).....	\$150

Vehicle, Equipment and Operator Hourly Rates:

PW Laborer/Operator	\$44.50	Parkland SD
	\$54.50	Non-Resident
Cars	\$24.00	½ day
	\$48.00	Full day
Pickups	\$48.00	½ day
	\$96.00	Full day
Sewer Camera Truck	\$150.00	½ day
	\$300.00	Full day
Dump Trucks	\$75.00	½ day
	\$150.00	Full day
Tri-Axle Dump Trucks	\$150.00	½ day
	\$300.00	Full day
Skid Steers	\$75.00	½ day
	\$150.00	Full day
Backhoes/Loaders	\$150.00	½ day
	\$300.00	Full day
Trackless	\$200.00	½ day
	\$400.00	Full day

SCHEDULE "F" Public Works Fees (continued)

Vehicle and Equipment Hourly Rates (continued):		
Rollers	\$75.00	½ day
	\$150.00	Full day
Sweeper	\$300.00	½ day
	\$600.00	Full day
Trailers	\$50.00	½ day
	\$100.00	Full day
Sealing Buggy/Hot Box	\$250.00	Full day ONLY
Leaf Vacuum	\$75.00	½ day
	\$150.00	Full day
Wood Chipper	\$75.00	½ day
	\$150.00	Full day
Concrete Mixer	\$50.00	½ day
	\$100.00	Full day
Message Board	\$75.00	½ day
	\$150.00	Full day
Water Pumps	\$50.00	½ day
	\$100.00	Full day
Water & Sewer Vacuum Trailer	\$150.00	½ day
	\$300.00	Full day
Water & Sewer Tank Trailer	\$50.00	½ day
	\$100.00	Full day
Air Compressors	\$75.00	½ day
	\$150.00	Full day
Grass Cutting Equipment	\$75.00	½ day
	\$150.00	Full day
Generators	\$75.00	½ day
	\$150.00	Full day
Chain Saws	\$40.00	½ day
	\$80.00	Full day
Concrete Saws	\$40.00	½ day
	\$80.00	Full day
Pole Pruner	\$40.00	½ day
	\$80.00	Full day
Wacker/Tampers & Plate Tampers	\$40.00	½ day
	\$80.00	Full day
Trackless Attachments	\$150.00	½ day
	\$300.00	Full day
Self-Propelled Mowers	\$20.00	½ day
	\$40.00	Full day
Weed Trimmers	\$20.00	½ day
	\$40.00	Full day
Blowers	\$30.00	½ day
	\$60.00	Full day

FEE SCHEDULE UPDATE

ATTACHMENTS

1. Memorandum
2. Proposed Fee Schedule (Mark-Up)
3. Proposed Resolution with Proposed Fee Schedule as Exhibit "A"

TO: BOARD OF COMMISSIONERS
FROM: GREGG ADAMS, PLANNER
SUBJECT: A RESOLUTION TO AMEND THE FEE SCHEDULE FOR ADMINISTRATIVE FEES, CONSTRUCTION PERMIT FEES, SPECIAL AND OTHER PERMIT FEES, SUBDIVISION OR LAND DEVELOPMENT FEES, NON-SUBDIVISION OR LAND DEVELOPMENT FEES, POLICE DEPARTMENT FEES, PUBLIC WORKS FEES, AND PARKS AND RECREATION FEES; AND TO PROVIDE FOR A GENERAL REPEALER, SEVERABILITY CLAUSE AND EFFECTIVE DATE
DATE: JANUARY 5, 2021
COPIES: R. BICKEL, J. ZATOR, ESQ., J. ALDERFER, ESQ, S. PIDCOCK

The Board of Commissioners adopted the Unified Fee Schedule, effective June 1, 2013, and amended it from time to time as needed. The most recent amendment was adopted on January 15, 2020 to update Administrative fees, remove a check recipient requirement, remove the escrow requirement for Septic Permits and increase the cost of a Flood Hazard permit, update and add vehicle and hourly rates, update Subdivision and Land Development fees, change to direct-billing by 3rd-Party Reviewers, and update Non-Subdivision fees.

Staff reviews the Fee Schedule annually to determine the appropriateness of the current fees and to add or remove fees, if appropriate. The amended Fee Schedule presented proposes the following changes:

Schedule "A" Administrative Fees

- No changes proposed

Schedule "B" Construction Permit Fees

- No changes proposed

Schedule "C" Special Permit Fees

- Change the Septic permit to add an Escrow requirement of \$2,650 for New or Replacement Septic Systems and \$700 for Repair or Modification of an Existing Septic System. This is being restored to the Fee Schedule as it was determined that direct billing by the 3rd Party Reviewing Service is not permitted under current Pennsylvania DEP SEO Program regulations.

Schedule "D" Subdivision or Land Development Fees

- No changes proposed

Schedule "D" Non-Subdivision or Land Development Fees

- Rezoning or Zoning Text Amendment Application fees are to be changed so that an Initial Application fee is to be charged, and then a resubmission Fee is to be charged for each following public meeting which the applicant attends. This is a procedure currently utilized with Land Development Applications and Conditional Use

applications and allows the Township to cover staff review and advertising costs for each meeting.

Schedule "E" Police Department Fees

- Police Service Extra Duty Overtime Rates increased \$2/hour each

Schedule "F" Public Works Department Fees

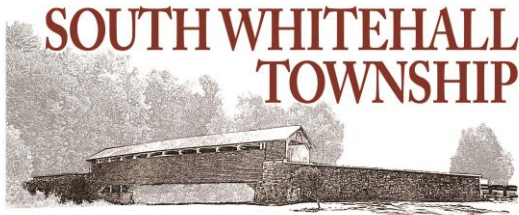
- PW Laborer/Operator costs added

Schedule "G" Parks and Recreation Fees

- Pavilion Rental Fees moved from Public Works Schedule "F". Field Permit Fees and Special Event Set-Up and Break-Down Fees added.

The Fee Schedule that immediately follows is the redlined version current Fee Schedule showing the current fees in **BLACK**, additions in **BLUE** and deletions in **RED**. Where there is only a black fee, no change is proposed.

The "clean" version of the proposed Fee Schedule has been attached to the Resolution as Exhibit "A".



FEE SCHEDULE

Effective February 1, 2021
 Resolution 2021-___ (Adopted January 6, 2021)

SCHEDULE "A" Administrative Fees	
Amusement Tax License	\$10
Business Privilege License:	
New License	\$35
License Renewal.....	\$35
Business Privilege Tax Appeal Hearing.....	\$2,500
Bid Specifications:	
With Plans (minimum)	\$55
Without Plans (minimum).....	\$30
Check Return Fee	\$35
Copying Fees:	
Up to 11x17.....	\$0.12 per imprint
Black & White Larger than 11x17	\$0.50 per square foot
Color Larger than 11x17.....	\$2.25 per square foot
Electronic Storage Device (Flash Drive)	\$25
Credit Card Processing Fee (varies)	\$2.95
Documentation for Balance Due - Sewer	\$20
Documentation for Balance Due - Water	\$20
Junk Yard and Dealer Licenses (Renewed Annually):	
New License	\$150
License Renewal.....	\$100
Municipal Liens and Claims Collections Costs:	
Filing Fee and Need Satisfaction	\$175
Attorney Time Expended	\$175.00/hour billed in 1/10 hour increments
Paralegal Time Expended.....	\$80.00/hour billed in 1/10 hour increments
Plumbing Licenses (Renewed Annually):	
Master Plumber License	\$60
Journeyman Plumber License	\$50
Refuse Cert Fee	\$20
Refuse/Recycling Stickers:	
Bulk Sticker.....	\$32
Freon Sticker	\$60
Grass Sticker (One-Time Use)	\$4
Grass Sticker (Annual).....	\$120
Toters:	
35 Gallon	\$48
96 Gallon	\$60
Tax Certification Fee for Township Treasurer	\$30

SCHEDULE "B" CONSTRUCTION Permit Fees

PERMIT TYPE	AMOUNT DUE AT APPLICATION*	AMOUNT DUE AT ISSUANCE
RESIDENTIAL CONSTRUCTION	\$50	SEE TABLE BELOW
NON-RES BUILDING	\$50	SEE TABLE BELOW
NON-RESIDENTIAL ELECTRICAL	\$50	SEE TABLE BELOW
NON-RESIDENTIAL PLUMBING	\$50	SEE TABLE BELOW
NON-RESIDENTIAL HVAC	\$50	SEE TABLE BELOW
NON-RESIDENTIAL SPRINKLER	\$50	\$300
FIRE PUMP/FIRE MAIN/FIRE DETECTION SYSTEMS/OTHER FIRE SUPPRESSION SYSTEMS	\$50	\$200
FIRE CODE – TENTS, UNDERGROUND STORAGE TANK REMOVALS, FIREWORKS	\$50	\$50 FOR RESIDENTIAL \$150 FOR NON-RESIDENTIAL
ADDITIONAL PLAN RE-REVIEWS, INSPECTIONS OR RE-INSPECTIONS BY SWT INSPECTORS		\$50 EACH
TRAINING FEE – ALL PERMITS UNDER UNIFORM CONSTRUCTION CODE (UCC)		FEE AS REQUIRED BY PA ACT 157

* Application Fees are non-refundable.

PERMIT ISSUANCE FEE TABLE			
Building Gross Square Footage	BUILDING - New Construction	BUILDING - Additions/ Alterations/Renovations	1 or 2 DISCIPLINES (Electrical, HVAC, Plumbing)
Minor Alteration/Change of Use	N/A	N/A	\$25
1 to 2,000	\$150	\$50	\$50
2,001 to 5,000	\$250	\$150	\$75
5,001 to 10,000	\$350	\$250	\$100
10,001 to 25,000	\$450	\$350	\$125
25,001 to 50,000	\$550	\$450	\$150
50,001 to 100,000	\$650	\$550	\$175
100,001 to 250,000	\$750	\$650	\$200
250,001 to 300,000	\$850	\$750	\$225
Over 300,001	\$950	\$850	\$250

Construction Notes and Qualifications

REVIEWS BY ALTERNATE REVIEWING AGENCIES

If, due to unusual circumstances, in-house staff is required to review applications normally reviewed by Third Party Code Officials or vice versa, the fee normally charged will apply.

TYPES OF INSPECTIONS

Include but not limited to the following: footer, foundation, building, accessibility and energy rough-ins, insulation, wallboard, building, accessibility and energy finals.

FEE CALCULATION

All fees containing a square foot price will be computed on a calculated square footage basis as measured outside-to-outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, and attics that have a minimum headroom of 6 feet.

PLAN AND SPECIFICATION REQUIREMENTS

4 copies for Third Party Code Official Review, 2 Copies for In-House Review.
All commercial building plans and specifications must be stamped and sealed by a design professional licensed in the Commonwealth of Pennsylvania.

SCHEDULE "C" SPECIAL Permit Fees

PERMIT TYPE	AMOUNT DUE AT APPLICATION*	AMOUNT DUE AT ISSUANCE
SIMPLE ZONING (not associated with any other permit review) Fences six feet above grade and lower Home-based businesses Accessory Buildings under 500 square feet in area Accessory Uses Work on driveways outside of the Right-of-Way Non-Structural Interior or Exterior Alterations	\$50	
ZONING FOR PARKING LOT LIGHTING	See Schedule "G"	
ALL OTHER ZONING	\$50	\$50
ZONING RE-REVIEWS – FOR INCOMPLETE OR DENIED PLANS, VOLUNTARY PLAN REVISIONS		\$50
SEPTIC PERMIT (On-lot Sewage Disposal System)	\$50	(3rd Party Review or Inspection Fees)
SPECIAL FLOOD HAZARD (FLOODPLAIN) PERMIT	\$50	\$200
SPECIAL FLOOD HAZARD PERMIT RE-REVIEW– FOR INCOMPLETE OR DENIED PLANS, VOLUNTARY PLAN REVISIONS		\$100
<i>PERMIT TYPE</i>	<i>AMOUNT DUE AT APPLICATION*</i>	<i>INITIAL ESCROW AMOUNT</i>
<i>ON-LOT SEWAGE DISPOSAL SYSTEMS – New or Replacement Systems</i>	<i>\$50</i>	<i>\$2650</i>
<i>ON-LOT SEWAGE DISPOSAL SYSTEMS – Repair and/or Modification of Existing Systems</i>	<i>\$50</i>	<i>\$700</i>
Notes:		
* <i>Application Fees are non-refundable.</i>		
1. <i>This fee schedule is subject to SWT Escrow and Reimbursement Policy for Subdivision/Land Development Applications, adopted on November 7, 2012.</i>		
2. <i>Applicant responsibility is not limited to the amount of the escrow noted on the above chart.</i>		

SCHEDULE "D" Subdivision or Land Development Fees

Application and Initial Escrow Amounts for Subdivision or Land Development Applications

Type of Application	Application Fee	Escrow Amount	Resubmission Fee (see Note 4)
Minor Subdivision Plan Review	\$650	\$4,500 + \$500/additional lot	\$450
Major Sketch Plan Review	\$750	\$5,000 (to be credited to a subsequent Preliminary or Preliminary/Final submission escrow)	\$550
Major Non-Residential Plan Review	\$1,000	\$5,000 PLUS (0 to 5 acres - \$5,000/acre, rounded up) PLUS (>5 to 10 acres - \$2,000/acre, rounded up) PLUS (>10 to 20 acres - \$1,000/acre, rounded up) PLUS (20+ acres - \$250/acre, rounded up)	\$700
Major Residential Plan Review	\$1,000	\$5,000 PLUS (1 to 10 lots - \$1,000/lot) PLUS (11 to 20 lots - \$500/lot) PLUS (21+ lots - \$200/lot)	\$600
Major Mixed-Use Plan Review	\$1,000	\$5,000 PLUS [for residential lots (1 to 10 lots - \$500/lot) PLUS (11 to 20 lots - \$250/lot) PLUS (21+ lots - \$100/lot)] PLUS [for non-residential or mixed-use areas (0 to 5 acres - \$2,500/acre, rounded up) PLUS (>5 to 10 acres - \$1,000/acre, rounded up) PLUS (>10 to 20 acres - \$500/acre, rounded up) PLUS (20+ acres - \$100/acre, rounded up)]	\$650
Resubdivision/Lot Line Adjustment Plan Review	\$600	\$5,000	\$400
Notes:			
<ol style="list-style-type: none"> 1. This fee schedule is subject to SWT Escrow and Reimbursement Policy for Subdivision/Land Development Applications, adopted on November 7, 2012. 2. Applicant responsibility is not limited to the amount of the escrow noted on the above chart. 3. Application Fees are non-refundable. 4. Resubmission Fees: After the initial Planning Commission meeting at which a plan is reviewed, a Resubmission Fee is required to be submitted along with each subsequent formal submission of plans and/or supporting materials before the plan shall be reviewed by staff for a subsequent Planning Commission or Board of Commissioners meeting. The Resubmission Fee is non-refundable. The applicant may postpone the plan's review at any Planning Commission or Board of Commissioner meeting prior to the advertisement of that plan for the particular meeting without penalty. Once the plan is advertised to be reviewed at a particular meeting, a new Resubmission Fee shall be required for a formal review at any subsequent meeting whether or not the plan was discussed at the advertised meeting. 			

Fees in lieu of Land Dedication

Residential	\$2,500/dwelling unit
Non-Residential	\$0.25/square foot

Fee in lieu of Planting Shade Tree

Fee per Tree not planted per the approved Landscaping Plan	\$300
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SCHEDULE "D" Non-Subdivision or Land Development Fees

Application and Initial Escrow Amounts for Non-Subdivision or Land Development Applications		
Type of Application	Application Fee	Initial Escrow Amount
Building Code Appeal	\$250	
Building Code Consultation	Contact the appropriate 3 rd Party Review and Inspection Service	
Code/Zoning Text Amendment Request	\$1,000 Initial Application \$750 Resubmission* \$600	\$2,000
Code or Policy Adoption Request	\$500	\$2,000
Fire Code Appeal	\$250	
Line & Grade Permit	\$250	\$1,000
Miscellaneous Waivers	\$500	Discretionary
Professional Staff Review (includes Civil & Land Planning Engineering, Erosion & Control, Geotechnical, Land Development/Subdivision Pre-Application Consultation, Lighting, and similar Reviews)	\$150	\$1,500
Rezoning or Zoning Map Amendment	\$1,000 Initial Application \$750 Resubmission* \$650	\$4,000
SALDO Review Process Waiver Request (Non-Residential)	\$750	\$6,000
SALDO Review Process Waiver Request (Residential Only)	\$600	\$2,000
Sanitary Sewer Planning Module Review (Not related to a Subdivision or Land Development)	Initial Application \$200 Resubmission \$150	
Street Vacation	\$500	\$5,000
Substantive Validity Challenge	\$750	\$3,000
Zoning Conditional Use Review	See Major Non-Residential Plan Review, Major Residential Plan Review or Major Mixed-Use Plan Review, as appropriate	
Zoning Officer Preliminary Opinions	\$250	
Zoning Hearing Board Appeal for Dimensional Variance for Residential Uses	\$250	
Zoning Hearing Board Appeal for Special Exceptions and all others for Residential Uses	\$350	
Zoning Hearing Board Appeal for Dimensional Variance for Non-Residential Uses	\$750	
Zoning Hearing Board Appeal for Special Exceptions and all others for Non-Residential Uses	\$1,000	
Zoning Hearing Board Continuance Fee for each advertised Zoning Hearing Board Hearing after the initially-advertised Hearing	\$150	
Zoning Hearing Board Appeal for Temporary Use Review	\$250	
Zoning Hearing Board Appeal for Time Extension Request	\$200	
Notes:		
1. For Zoning Hearing Board Appeals, the applicant is responsible for 50% of the stenographer fees associated with the Zoning Appeal.		
2. This fee schedule is subject to SWT Escrow and Reimbursement Policy for Non-Subdivision/Land Development Applications, adopted on November 7, 2012.		
3. Applicant responsibility is not limited to the amount of the escrow noted on the above chart.		
4. Application Fees are non-refundable.		
* Resubmission Fees: See Note 4 Resubmission Fees on page 4 SCHEDULE "D" Subdivision or Land Development Fees		

SCHEDULE "E" Police Department Fees

Police Service Fees:

Police Accident Report.....	\$10
Finger Printing.....	\$10
Dog Pick-Up.....	\$50
Record Search	\$10

Police Service Extra Duty Overtime Rates:

Parkland School District	\$54.00 \$56.00 /hour
All Others	\$65.00 \$67.00 /hour

MARKUP

SCHEDULE "F" Public Works Fees

PERMIT TYPE	AMOUNT DUE AT APPLICATION*	
Right-Of-Way Permits And Fees:		
Any Permit For A Utility Company	\$125	
Any Work In Or On A Public Street	\$125	
New Driveway**	\$125	
Driveway Repair Or Resurface**	\$125	
Sidewalk Repair Or Replacement Without Curbing**	\$125	
Curbing Repair or Replacement	\$125	
Dumpster/Equipment In Right-Of-Way**	\$75	
Zoning Review (if required)	\$25	
Line and Grade Permit	See Schedule "D"	
* <i>Application Fees are non-refundable.</i>		
** <i>Permit applications for residential applications shall <u>NOT</u> require Performance Escrow and Inspection Escrow.</i>		
Right-Of-Way Permit Performance and Inspection Escrows		
Area of Disturbance	Performance Escrow	Inspection Escrow
1-100 sq ft	\$1,000	\$250
101-200 sq ft	\$2,000	\$300
201-300 sq ft	\$3,000	\$350
301-400 sq ft	\$4,000	\$400
401-500 sq ft	\$5,000	\$450
Greater than 500 sq ft	See note 2	See note 2
Minimum Deposit/Escrow Amount \$250 Minimum Performance Escrow Amount \$1,000 Inspections billed at \$50/hour		
Note 1: Inspection Escrow amounts are only noted as the initial amount posted. Should inspection escrow need to be replenished, the amount will be determined by the Township Manager.		
Note 2: Performance Escrow and Inspection Escrow to be determined based on extent of area to be disturbed. It is estimated that each 100 square feet of additional disturbance will result in a \$1,000.00 Performance Escrow and a \$50.00 Inspection Fee.		
Note 3: Performance Escrow and Inspection Escrow amounts can be reviewed and adjusted based on approval from the Township Manager, the Director of Administration or the Public Works Manager.		
Street Signage Fees:		
New Or Replacement Traffic Sign.....		\$150
New Or Replacement Sign For Private Streets.....		\$150
New Or Replacement Handicapped Parking Space.....		\$150
Traffic Control Fees:		
Traffic Control Devices - Rental, Delivery & Pick-Up.....		\$75

SCHEDULE "F" Public Works Fees (continued)

Fire Flow Fees:

Fire Flow Test (During Business Hours - 8:00 a.m. to 2:30 p.m.)	\$225
Fire Flow Test with Traffic Control or After Business Hours	\$325
Fire Flow Test – Observation Only.....	\$125

Water and Fire Hydrant Fees:

Residential Water Turn Off (During Business Hours – 8:00am to 2:30pm)	\$50
Residential Water Turn On (During Business Hours – 8:00am to 2:30pm).....	\$50
Residential Water Turn Off (After Business Hours – 2:30 p.m. to 8:00 a.m.)	\$150
Residential Water Turn On (After Business Hours – 2:30 p.m. to 8:00 a.m.).....	\$150
Commercial Water Turn Off (During Business Hours – 8:00am to 2:30pm).....	\$150
Commercial Water Turn On (During Business Hours – 8:00am to 2:30pm)	\$150
Commercial Water Turn Off (After Business Hours – 2:30 p.m. to 8:00 a.m.).....	\$300
Commercial Water Turn On (After Business Hours – 2:30 p.m. to 8:00 a.m.).....	\$300
Water Use (Before Meter Installation).....	\$100
Fire Hydrant Use.....	\$150

Water/Sewer Allocation Fee:

Application Fee	\$250
Water or Sewer Allocation Fee..... See Ordinance #1026 or most recent amendment thereto for calculation method	

Water/Sewer Tapping Fees:

If a Professional Services Agreement is required.....	\$250
If using an existing Professional Services Agreement or similar existing escrow	\$200
Water or Sewer Tapping Fee..... See Ordinance #1025 or most recent amendment thereto for calculation method	

Water/Sewer Investigation Fee (per visit):

Residential (During Business Hours - 8:00 a.m. to 2:30 p.m.).....	\$50
Residential (After Business hours - 2:30 p.m. to 8:00 a.m.).....	\$100
Commercial (During Business Hours - 8:00 a.m. to 2:30 p.m.)	\$100
Commercial (After Business hours - 2:30 p.m. to 8:00 a.m.)	\$200
Final Meter Reading (72 hours notice).....	\$50
Final Meter Reading (No Notice).....	\$150

Vehicle, Equipment and Operator Hourly Rates:

	<i>PW Laborer/Operator</i>	<i>Parkland SD</i>
		<i>Non-Resident</i>
Cars	\$24.00	½ day
	\$48.00	Full day
Pickups	\$48.00	½ day
	\$96.00	Full day
Sewer Camera Truck	\$150.00	½ day
	\$300.00	Full day
Dump Trucks	\$75.00	½ day
	\$150.00	Full day
Tri-Axle Dump Trucks	\$150.00	½ day
	\$300.00	Full day
Skid Steers	\$75.00	½ day
	\$150.00	Full day
Backhoes/Loaders	\$150.00	½ day
	\$300.00	Full day
Trackless	\$200.00	½ day
	\$400.00	Full day

SCHEDULE "F" Public Works Fees (continued)

Vehicle and Equipment Hourly Rates (continued):		
Rollers	\$75.00	½ day
	\$150.00	Full day
Sweeper	\$300.00	½ day
	\$600.00	Full day
Trailers	\$50.00	½ day
	\$100.00	Full day
Sealing Buggy/Hot Box	\$250.00	Full day ONLY
Leaf Vacuum	\$75.00	½ day
	\$150.00	Full day
Wood Chipper	\$75.00	½ day
	\$150.00	Full day
Concrete Mixer	\$50.00	½ day
	\$100.00	Full day
Message Board	\$75.00	½ day
	\$150.00	Full day
Water Pumps	\$50.00	½ day
	\$100.00	Full day
Water & Sewer Vacuum Trailer	\$150.00	½ day
	\$300.00	Full day
Water & Sewer Tank Trailer	\$50.00	½ day
	\$100.00	Full day
Air Compressors	\$75.00	½ day
	\$150.00	Full day
Grass Cutting Equipment	\$75.00	½ day
	\$150.00	Full day
Generators	\$75.00	½ day
	\$150.00	Full day
Chain Saws	\$40.00	½ day
	\$80.00	Full day
Concrete Saws	\$40.00	½ day
	\$80.00	Full day
Pole Pruner	\$40.00	½ day
	\$80.00	Full day
Wacker/Tampers & Plate Tampers	\$40.00	½ day
	\$80.00	Full day
Trackless Attachments	\$150.00	½ day
	\$300.00	Full day
Self-Propelled Mowers	\$20.00	½ day
	\$40.00	Full day
Weed Trimmers	\$20.00	½ day
	\$40.00	Full day
Blowers	\$30.00	½ day
	\$60.00	Full day

SCHEDULE "G" Parks and Recreation Fees

Pavilion Rental – Covered Bridge Park Pavilions 1, 2 and 3

Rental Fee	<u>Resident</u>	<u>Non-Resident/Business</u>
	\$85.00	\$150.00

Field Permits

All rentals below require a \$1,000,000 minimum liability insurance certificate with South Whitehall Township named as additionally insured. The township administration may impose and pass on other real costs to any organizer not outlined in this fee schedule, and the administration retains the right to waive any and all fees based on exceptional circumstances.

	<u>Per Game Rate</u>	<u>Full Day Rental Per Field</u>
Disc Golf Course	N/A	\$150.00
Soccer	\$25.00	\$100.00
Baseball/Softball	\$25.00	\$100.00
Basketball	\$20.00	\$80.00
Camp Charge	\$10.00 per participant per week	
Approved Youth Group and PASD	Fee Waived	

*See Approved Youth Groups under the SWT Policy

Special Event Setup & Breakdown/Park Rental

All rentals below require a \$1,000,000 minimum liability insurance certificate with South Whitehall Township named as additionally insured. The township administration may impose and pass on other real costs to any organizer not outlined in this fee schedule, and the administration retains the right to waive any and all fees based on exceptional circumstances.

	<u>Resident</u>	<u>Non-Resident/Business</u>
Less than 99 People	Refer to Pavilion Rental Rates above	
100-250 People	\$175.00	\$250.00
250+ People	\$350.00	\$500.00
Public Works Employee per hour	\$44.50/worker	\$54.50/worker
Police/Security per hour	Refer to SCHEDULE "E" Police Department Fees	
Additional Portable Toilet Unit	\$85 per unit	\$100 per unit

*Other fees may apply (i.e. overlapping pavilion, fields, courts, on-site ambulance, road closure, field damage, etc.)

*For tournaments, please include number of spectators in your total

*If additional clean-up is required by township staff, an additional fee of \$50 per hour will be charged for clean-up.

**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2020-____
(Duly Adopted January 6, 2021)**

**A RESOLUTION EXTENDING THE CONDITIONAL PRELIMINARY/FINAL APPROVAL
GRANTED TO A MAJOR SUBDIVISION PLAN ENTITLED
“KRE SPRING VIEW COMMERCIAL II”**

WHEREAS, KRE Spring View Commercial II, L.P. (Applicant), pursuant to Article 3 of the South Whitehall Township Subdivision and Land Development Ordinance, submitted an application for preliminary/final approval to consolidate three parcels into one tract containing 1.01 acres and construct a 3,400 square foot commercial building and a 34-space parking lot on the properties located at 559 Cetronia Road, 569 Cetronia Road, and 4590 Broadway, in South Whitehall Township, Lehigh County, Pennsylvania; and,

WHEREAS, this proposal is reflected on plans prepared by T And M Associates, entitled “*KRE Spring View Commercial II*”, dated September 11, 2019 and last revised November 25, 2019; and,

WHEREAS, the Board of Commissioners previously granted conditional preliminary/final approval to the plan entitled “*KRE Spring View Commercial II*”, on January 15, 2020, pursuant to Resolution No. 2020-18; and,

WHEREAS, Resolution No. 2020-18 contained Condition #17 which states, “*The applicant shall meet all conditions of the Preliminary/Final Plan approval, and the Record Plan will be recorded within twelve (12) months of Conditional Preliminary/Final Plan approval, and the applicant agrees that if such conditions are not met, the conditional Preliminary/Final Plan approval will be considered void, and the application for Preliminary/Final Plan approval will be considered void and withdrawn unless otherwise approved by the South Whitehall Township Board of Commissioners*”; and

WHEREAS, Applicant has requested that the Board of Commissioners extend the date by which it must satisfy all conditions of Resolution No. 2020-18 by one hundred and eighty (180) days, but with the approval still subject to all of the other conditions of Resolution No. 2020-18.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the Board of Commissioners of the Township of South Whitehall hereby extends the conditional preliminary/final approval to the land development plan entitled “*KRE Spring View Commercial II*” by providing for an additional period of one hundred and eighty (180) days for the Applicant to satisfy all conditions of Resolution No. 2020-18, the deadline for which shall now be July 14, 2021, subject to the Applicant’s compliance with all other conditions of Resolution No. 2020-18 (a copy of which is attached hereto as Exhibit “A”), which terms

and conditions have been affirmatively accepted by Applicant (a copy of which is attached hereto as Exhibit "B"). The Applicant's failure to meet the extended deadlines provided by this Resolution shall render the conditional preliminary/final approval null and void.

The conditions of approval have been made known to the Applicant, and final approval is to be deemed expressly contingent upon the Applicant's affirmative written acceptance of the conditions on a form prescribed by South Whitehall Township on or before 7:00 p.m., Wednesday, January 6, 2021.

DULY ADOPTED this 6th day of **JANUARY, 2021**, by the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, in lawful session duly assembled.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**

Christina Tori Morgan, President

ATTEST:

Scott Boehret, Secretary

EXHIBIT "A"

**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2020-18
(Duly Adopted January 15, 2020)**

**A RESOLUTION GRANTING PRELIMINARY/FINAL APPROVAL
TO A MAJOR PLAN ENTITLED
"KRE SPRING VIEW COMMERCIAL II"**

WHEREAS, KRE Spring View Commercial II, L.P. (Applicant), pursuant to Article 3 of the South Whitehall Township Subdivision and Land Development Ordinance, submitted an application for preliminary/final approval to consolidate the three above-mentioned parcels into one tract containing 1.01 acres and construct a 3,400 square foot commercial building and a 34-space parking lot on the properties located at 559 Cetronia Road, 569 Cetronia Road, and 4590 Broadway, in South Whitehall Township, Lehigh County, Pennsylvania; and,

WHEREAS, this proposal is reflected on plans prepared by T And M Associates, entitled "*KRE Spring View Commercial II*", dated September 11, 2019 and last revised November 25, 2019; and,

WHEREAS, the South Whitehall Township Zoning Hearing Board granted a variance of 15.25 feet from the required 35-foot front yard setback along Cetronia Road and a variance of 27 feet from the 35-foot required front yard parking setback from Cetronia Road, on the condition that the applicant record a land development plan consolidating the three parcels into one unified parcel and that the proposed Fast Food Restaurant not include or maintain a drive-through facility, as a result of its discussion and deliberation of Zoning Appeal Docket 2019-14; and,

WHEREAS, the South Whitehall Township Planning Commission has reviewed the aforesaid plan on November 21, 2019, and having found it to be in substantial compliance with the Subdivision and Land Development Regulations, has recommended that preliminary/final approval be granted,

WHEREAS, the applicant has requested that the requirement of Section 296-9.J of the Stormwater Management Ordinance that a basin located within areas identified by the LCCD as sinkhole-prone shall be lined be waived, as the applicant intends that the basin be designed, reviewed and approved as part of a stormwater infiltration system, and the Planning Commission is persuaded that such a waiver is appropriate given that the Township Geotechnical Engineer supports the waiver request; and

WHEREAS, the applicant has requested that the requirement of Section 296-15.B of the Stormwater Management Ordinance that the maximum loading ratio of the basin of 500% be waived, as there is no indication of karst features or bedrock and the proposed

loading ratio is minimally over the required maximum, and the Planning Commission is persuaded that such a waiver is appropriate given that the Township Geotechnical Engineer supports the waiver request; and

WHEREAS, the applicant has requested that the requirement of Section 312-12(b)(15) of the Subdivision and Land Development Ordinance pertaining to the showing of existing and proposed contours on the entire tract and adjacent land within 400 feet of the tract be waived, and the Planning Commission is persuaded that the waiver would be appropriate, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested that the requirement of Section 312-12(b)(20) of the Subdivision and Land Development Ordinance pertaining to the showing of the location, character and elevation of any building within 100 feet of the tract be waived, and the Planning Commission is persuaded that the waiver is appropriate, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested that the requirement of Section 312-12(b)(21) of the Subdivision and Land Development Ordinance pertaining to the showing of the locations and widths of all sidewalks, trails, driveways, streets, easements, and rights-of-way within 400 feet of the tract be waived, and the Planning Commission is persuaded that the waiver is appropriate, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested that the requirement of Section 312-36(c)(4)(B)(i) of the Subdivision and Land Development Ordinance requiring that a 300-foot separation distance between a non-residential driveway and a street intersection containing an arterial street with regard to the Broadway driveway be waived, and the Planning Commission is persuaded that the waiver would be appropriate so long as the waiver request is reviewed and approved by the Township Engineer, the Public Safety Commission and by PennDOT (including PennDOT approval of the "No Right On Red" modification to the north-bound Cetronia Road movement).

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the Board of Commissioners of the Township of South Whitehall hereby grants preliminary/final approval to the major plan entitled "***KRE Spring View Commercial II***", subject to the applicant's compliance with the following conditions:

1. That subdivision improvement, security, maintenance and indemnification agreements acceptable to the Township be executed, that sufficient security in a form acceptable to the Township be posted, such security shall be available for draws/presentation ***no further than 60 miles from the Township's office***, and evidence of necessary insurance coverage be provided to the plan being recorded.
2. That the applicant address to the satisfaction of the Township Engineer, the comments of the Township Engineer, as contained in his review dated December 12, 2019.

3. That the applicant address to the satisfaction of the Township Geotechnical Consultant, the comments of Mr. Chris Taylor, as contained in his review dated December 10, 2019.
4. That the applicant address to the satisfaction of the Community Development Department, the comments of the Department, as contained in its review dated November 15, 2019.
5. That the applicant obtains a letter from the Lehigh County Conservation District approving the Soil Erosion and Sedimentation Control Plan pursuant to Section 312-39(e) of the Subdivision and Land Development Ordinance.
6. That the applicant obtains a letter from the Pennsylvania Department of Environmental Protection approving a sewage facilities planning module or an exemption thereto.
7. If deemed to be necessary, that the applicant obtains highway occupancy permit(s) from the Pennsylvania Department of Transportation for the road and utility work within the right-of-way of Cetronia Road. If highway occupancy permits are deemed to be unnecessary, the applicant shall furnish documentation from PennDOT confirming such and provide documentation that the applicant has fulfilled PennDOT's requirements for the project.
8. That the applicant complies with the recommendation of the Public Safety Commission.
9. That the applicant complies with the October 15, 2019 recommendation of the Parks and Recreation Board.
10. That the applicant complies with the October 29, 2019 recommendation of the Landscape and Shade Tree Commission.
11. That the applicant addresses all issues and obtains all approvals deemed necessary by the South Whitehall Township Board of Commissioners in so far as matters pertaining to the Township's water and sewer service are concerned.
12. That the Applicant shall dedicate additional right-of-way for Cetronia Road as depicted on the plan. The dedication of road right-of-way shall occur prior to the plan being recorded. The dedication shall be by Deed of Dedication in a form acceptable to the Township Solicitor, and shall be provided to the Township, with an Opinion of Record Title prepared by Applicant's counsel, that indicates the right-of-way is free and clear of liens and encumbrances that would adversely affect the Township's use of such right-of-way. Completed roads will be accepted upon fulfillment by Applicant of duties and responsibilities set forth in the agreement pursuant to Section 312-31 of the Subdivision and Land Development Ordinance.
13. That the Applicant shall dedicate additional right-of-way for Broadway to achieve an Arterial Road right-of-way. The dedication of road right-of-way shall occur prior to the plan being recorded. The dedication shall be by Deed of Dedication in a form acceptable to the Township Solicitor, and shall be provided

to the Township, with an Opinion of Record Title prepared by Applicant's counsel, that indicates the right-of-way is free and clear of liens and encumbrances that would adversely affect the Township's use of such right-of-way. Completed roads will be accepted upon fulfillment by Applicant of duties and responsibilities set forth in the agreement pursuant to Section 312-31 of the Subdivision and Land Development Ordinance.

14. That the applicant will be responsible for making necessary arrangements with the municipality and the public service company involved for street lights as approved by the Board of Commissioners and shall further be responsible for providing utility easements for lighting standards and fixtures, in accordance with Section 312-41(a)(1)(A) of the Subdivision and Land Development Ordinance.
15. That a Declaration of Covenants and Easement for Maintenance of Stormwater Management Facilities prepared by the Township Solicitor be executed for the maintenance of the on-site stormwater management facilities.
16. That the applicant reconciles all open invoices for Township engineering and legal services prior to the plan being recorded.
17. The applicant shall meet all conditions of the Preliminary/Final Plan approval, and the Record Plan will be recorded within twelve (12) months of Conditional Preliminary/Final Plan approval, and the applicant agrees that if such conditions are not met, the conditional Preliminary/Final Plan approval will be considered void, and the application for Preliminary/Final Plan approval will be considered void and withdrawn unless otherwise approved by the South Whitehall Township Board of Commissioners.

The requirement of Section 296-9.J of the Stormwater Management Ordinance that a basin located within areas identified by the LCCD as sinkhole-prone shall be lined is hereby waived; and

The requirement of Section 296-15.B of the Stormwater Management Ordinance that the maximum loading ratio of the basin of 500% is hereby waived; and

The requirement of Section 312-12(b)(15) of the Subdivision and Land Development Ordinance pertaining to the showing of existing and proposed contours on the entire tract and adjacent land within 400 feet of the tract is hereby waived; and,

The requirement of Section 312-12(b)(20) of the Subdivision and Land Development Ordinance pertaining to the showing of the location, character and elevation of any building within 100 feet of the tract is hereby waived; and,

The requirement of Section 312-12(b)(21) of the Subdivision and Land Development Ordinance pertaining to the showing of the locations and widths of all sidewalks, trails, driveways, streets, easements, and rights-of-way within 400 feet of the tract is hereby waived; and,

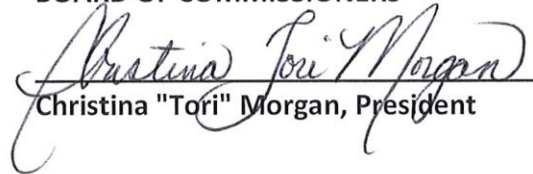
The requirement of Section 312-36(c)(4)(B)(i) of the Subdivision and Land Development Ordinance requiring that a 300-foot separation distance between a

non-residential driveway and a street intersection containing an arterial street with regard to the Broadway driveway is hereby waived, on the condition that the waiver request is reviewed and approved by the Township Engineer, the Public Safety Commission and by PennDOT (including PennDOT approval of the "No Right On Red" modification to the north-bound Cetronia Road movement).

The conditions of approval have been made known to the applicant, and final approval is to be deemed expressly contingent upon the applicant's affirmative written acceptance of the conditions on a form prescribed by South Whitehall Township on or before 4:00 p.m., February 4, 2020. If an unconditional acceptance of the conditions is not received in writing by that date, the application for approval shall be deemed denied based upon applicant's failure to fulfill the said conditions or agree thereto.

DULY ADOPTED this 15th day of **JANUARY, 2020**, by the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, in lawful session duly assembled.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**


Christina "Tori" Morgan, President

ATTEST:



Stephen D. Carr, Secretary

EXHIBIT "B"

TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA

RESOLUTION NO. 2021-____
(Duly Adopted January 6, 2021

ACCEPTANCE OF CONDITIONS

**A RESOLUTION EXTENDING THE CONDITIONAL PRELIMINARY/FINAL APPROVAL
GRANTED TO A MAJOR SUBDIVISION PLAN ENTITLED
"KRE SPRING VIEW COMMERCIAL II"**

The undersigned, being the applicant of the land shown on the plan entitled "***KRE Spring View Commercial II***" prepared by T and M Associates, dated September 11, 2019, most recently revised November 25, 2019, Township Major Plan 2019-107, for the consolidation the three above-mentioned parcels into one tract containing 1.01 acres and the construction of a 3,400 square foot commercial building and a 34-space parking lot on the properties located at 559 Cetronia Road, 569 Cetronia Road, and 4590 Broadway, in South Whitehall Township, Lehigh County, Pennsylvania, , does affirmatively accept and consent to all of the conditions set forth in the Resolution granting a one hundred and eighty (180) day extension to the conditional preliminary/final approval of the major plan entitled "***KRE Spring View Commercial II***" and hereby affirms its acceptance of the conditions set forth in Resolution No 2020-18, all of which are incorporated herein by reference. Further, Applicant hereby waives any and all rights which the Applicant would otherwise possess to contest the imposition of said conditions, both at law or in equity. Further, the Applicant hereby certifies that as of the date of the Resolution, the Applicant does not dispute (as outlined by the Pennsylvania Municipalities Planning Code, including but not limited to §§ 10503(1) and 10510(g)) any professional consultant fee for which it has received an invoice from the Township through the date hereof.

WITNESS/ATTEST:

APPLICANT: KRE Spring View Commercial II LP

Witness

Applicant

Printed Name

Printed Name

Date: _____

**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2020-____
(Duly Adopted January 6, 2021)**

**A RESOLUTION EXTENDING THE CONDITIONAL PRELIMINARY/FINAL APPROVAL
GRANTED TO A MAJOR SUBDIVISION PLAN ENTITLED
“KRE SPRING VIEW COMMERCIAL II”**

WHEREAS, KRE Spring View Commercial II, L.P. (Applicant), pursuant to Article 3 of the South Whitehall Township Subdivision and Land Development Ordinance, submitted an application for preliminary/final approval to consolidate three parcels into one tract containing 1.01 acres and construct a 3,400 square foot commercial building and a 34-space parking lot on the properties located at 559 Cetronia Road, 569 Cetronia Road, and 4590 Broadway, in South Whitehall Township, Lehigh County, Pennsylvania; and,

WHEREAS, this proposal is reflected on plans prepared by T And M Associates, entitled “*KRE Spring View Commercial II*”, dated September 11, 2019 and last revised November 25, 2019; and,

WHEREAS, the Board of Commissioners previously granted conditional preliminary/final approval to the plan entitled “*KRE Spring View Commercial II*”, on January 15, 2020, pursuant to Resolution No. 2020-18; and,

WHEREAS, Resolution No. 2020-18 contained Condition #17 which states, “*The applicant shall meet all conditions of the Preliminary/Final Plan approval, and the Record Plan will be recorded within twelve (12) months of Conditional Preliminary/Final Plan approval, and the applicant agrees that if such conditions are not met, the conditional Preliminary/Final Plan approval will be considered void, and the application for Preliminary/Final Plan approval will be considered void and withdrawn unless otherwise approved by the South Whitehall Township Board of Commissioners*”; and

WHEREAS, Applicant has requested that the Board of Commissioners extend the date by which it must satisfy all conditions of Resolution No. 2020-18 by one hundred and eighty (180) days, but with the approval still subject to all of the other conditions of Resolution No. 2020-18.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the Board of Commissioners of the Township of South Whitehall hereby extends the conditional preliminary/final approval to the land development plan entitled “*KRE Spring View Commercial II*” by providing for an additional period of one hundred and eighty (180) days for the Applicant to satisfy all conditions of Resolution No. 2020-18, the deadline for which shall now be July 14, 2021, subject to the Applicant’s compliance with all other conditions of Resolution No. 2020-18 (a copy of which is attached hereto as Exhibit “A”), which terms

and conditions have been affirmatively accepted by Applicant (a copy of which is attached hereto as Exhibit "B"). The Applicant's failure to meet the extended deadlines provided by this Resolution shall render the conditional preliminary/final approval null and void.

The conditions of approval have been made known to the Applicant, and final approval is to be deemed expressly contingent upon the Applicant's affirmative written acceptance of the conditions on a form prescribed by South Whitehall Township on or before 7:00 p.m., Wednesday, January 6, 2021.

DULY ADOPTED this 6th day of **JANUARY, 2021**, by the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, in lawful session duly assembled.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**

Christina Tori Morgan, President

ATTEST:

Scott Boehret, Secretary

EXHIBIT "A"

**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2020-18
(Duly Adopted January 15, 2020)**

**A RESOLUTION GRANTING PRELIMINARY/FINAL APPROVAL
TO A MAJOR PLAN ENTITLED
*"KRE SPRING VIEW COMMERCIAL II"***

WHEREAS, KRE Spring View Commercial II, L.P. (Applicant), pursuant to Article 3 of the South Whitehall Township Subdivision and Land Development Ordinance, submitted an application for preliminary/final approval to consolidate the three above-mentioned parcels into one tract containing 1.01 acres and construct a 3,400 square foot commercial building and a 34-space parking lot on the properties located at 559 Cetronia Road, 569 Cetronia Road, and 4590 Broadway, in South Whitehall Township, Lehigh County, Pennsylvania; and,

WHEREAS, this proposal is reflected on plans prepared by T And M Associates, entitled *"KRE Spring View Commercial II"*, dated September 11, 2019 and last revised November 25, 2019; and,

WHEREAS, the South Whitehall Township Zoning Hearing Board granted a variance of 15.25 feet from the required 35-foot front yard setback along Cetronia Road and a variance of 27 feet from the 35-foot required front yard parking setback from Cetronia Road, on the condition that the applicant record a land development plan consolidating the three parcels into one unified parcel and that the proposed Fast Food Restaurant not include or maintain a drive-through facility, as a result of its discussion and deliberation of Zoning Appeal Docket 2019-14; and,

WHEREAS, the South Whitehall Township Planning Commission has reviewed the aforesaid plan on November 21, 2019, and having found it to be in substantial compliance with the Subdivision and Land Development Regulations, has recommended that preliminary/final approval be granted,

WHEREAS, the applicant has requested that the requirement of Section 296-9.J of the Stormwater Management Ordinance that a basin located within areas identified by the LCCD as sinkhole-prone shall be lined be waived, as the applicant intends that the basin be designed, reviewed and approved as part of a stormwater infiltration system, and the Planning Commission is persuaded that such a waiver is appropriate given that the Township Geotechnical Engineer supports the waiver request; and

WHEREAS, the applicant has requested that the requirement of Section 296-15.B of the Stormwater Management Ordinance that the maximum loading ratio of the basin of 500% be waived, as there is no indication of karst features or bedrock and the proposed

loading ratio is minimally over the required maximum, and the Planning Commission is persuaded that such a waiver is appropriate given that the Township Geotechnical Engineer supports the waiver request; and

WHEREAS, the applicant has requested that the requirement of Section 312-12(b)(15) of the Subdivision and Land Development Ordinance pertaining to the showing of existing and proposed contours on the entire tract and adjacent land within 400 feet of the tract be waived, and the Planning Commission is persuaded that the waiver would be appropriate, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested that the requirement of Section 312-12(b)(20) of the Subdivision and Land Development Ordinance pertaining to the showing of the location, character and elevation of any building within 100 feet of the tract be waived, and the Planning Commission is persuaded that the waiver is appropriate, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested that the requirement of Section 312-12(b)(21) of the Subdivision and Land Development Ordinance pertaining to the showing of the locations and widths of all sidewalks, trails, driveways, streets, easements, and rights-of-way within 400 feet of the tract be waived, and the Planning Commission is persuaded that the waiver is appropriate, as the level of information shown on the plan is acceptable; and,

WHEREAS, the applicant has requested that the requirement of Section 312-36(c)(4)(B)(i) of the Subdivision and Land Development Ordinance requiring that a 300-foot separation distance between a non-residential driveway and a street intersection containing an arterial street with regard to the Broadway driveway be waived, and the Planning Commission is persuaded that the waiver would be appropriate so long as the waiver request is reviewed and approved by the Township Engineer, the Public Safety Commission and by PennDOT (including PennDOT approval of the "No Right On Red" modification to the north-bound Cetronia Road movement).

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the Board of Commissioners of the Township of South Whitehall hereby grants preliminary/final approval to the major plan entitled "***KRE Spring View Commercial II***", subject to the applicant's compliance with the following conditions:

1. That subdivision improvement, security, maintenance and indemnification agreements acceptable to the Township be executed, that sufficient security in a form acceptable to the Township be posted, such security shall be available for draws/presentation ***no further than 60 miles from the Township's office***, and evidence of necessary insurance coverage be provided to the plan being recorded.
2. That the applicant address to the satisfaction of the Township Engineer, the comments of the Township Engineer, as contained in his review dated December 12, 2019.

3. That the applicant address to the satisfaction of the Township Geotechnical Consultant, the comments of Mr. Chris Taylor, as contained in his review dated December 10, 2019.
4. That the applicant address to the satisfaction of the Community Development Department, the comments of the Department, as contained in its review dated November 15, 2019.
5. That the applicant obtains a letter from the Lehigh County Conservation District approving the Soil Erosion and Sedimentation Control Plan pursuant to Section 312-39(e) of the Subdivision and Land Development Ordinance.
6. That the applicant obtains a letter from the Pennsylvania Department of Environmental Protection approving a sewage facilities planning module or an exemption thereto.
7. If deemed to be necessary, that the applicant obtains highway occupancy permit(s) from the Pennsylvania Department of Transportation for the road and utility work within the right-of-way of Cetronia Road. If highway occupancy permits are deemed to be unnecessary, the applicant shall furnish documentation from PennDOT confirming such and provide documentation that the applicant has fulfilled PennDOT's requirements for the project.
8. That the applicant complies with the recommendation of the Public Safety Commission.
9. That the applicant complies with the October 15, 2019 recommendation of the Parks and Recreation Board.
10. That the applicant complies with the October 29, 2019 recommendation of the Landscape and Shade Tree Commission.
11. That the applicant addresses all issues and obtains all approvals deemed necessary by the South Whitehall Township Board of Commissioners in so far as matters pertaining to the Township's water and sewer service are concerned.
12. That the Applicant shall dedicate additional right-of-way for Cetronia Road as depicted on the plan. The dedication of road right-of-way shall occur prior to the plan being recorded. The dedication shall be by Deed of Dedication in a form acceptable to the Township Solicitor, and shall be provided to the Township, with an Opinion of Record Title prepared by Applicant's counsel, that indicates the right-of-way is free and clear of liens and encumbrances that would adversely affect the Township's use of such right-of-way. Completed roads will be accepted upon fulfillment by Applicant of duties and responsibilities set forth in the agreement pursuant to Section 312-31 of the Subdivision and Land Development Ordinance.
13. That the Applicant shall dedicate additional right-of-way for Broadway to achieve an Arterial Road right-of-way. The dedication of road right-of-way shall occur prior to the plan being recorded. The dedication shall be by Deed of Dedication in a form acceptable to the Township Solicitor, and shall be provided

to the Township, with an Opinion of Record Title prepared by Applicant's counsel, that indicates the right-of-way is free and clear of liens and encumbrances that would adversely affect the Township's use of such right-of-way. Completed roads will be accepted upon fulfillment by Applicant of duties and responsibilities set forth in the agreement pursuant to Section 312-31 of the Subdivision and Land Development Ordinance.

14. That the applicant will be responsible for making necessary arrangements with the municipality and the public service company involved for street lights as approved by the Board of Commissioners and shall further be responsible for providing utility easements for lighting standards and fixtures, in accordance with Section 312-41(a)(1)(A) of the Subdivision and Land Development Ordinance.
15. That a Declaration of Covenants and Easement for Maintenance of Stormwater Management Facilities prepared by the Township Solicitor be executed for the maintenance of the on-site stormwater management facilities.
16. That the applicant reconciles all open invoices for Township engineering and legal services prior to the plan being recorded.
17. The applicant shall meet all conditions of the Preliminary/Final Plan approval, and the Record Plan will be recorded within twelve (12) months of Conditional Preliminary/Final Plan approval, and the applicant agrees that if such conditions are not met, the conditional Preliminary/Final Plan approval will be considered void, and the application for Preliminary/Final Plan approval will be considered void and withdrawn unless otherwise approved by the South Whitehall Township Board of Commissioners.

The requirement of Section 296-9.J of the Stormwater Management Ordinance that a basin located within areas identified by the LCCD as sinkhole-prone shall be lined is hereby waived; and

The requirement of Section 296-15.B of the Stormwater Management Ordinance that the maximum loading ratio of the basin of 500% is hereby waived; and

The requirement of Section 312-12(b)(15) of the Subdivision and Land Development Ordinance pertaining to the showing of existing and proposed contours on the entire tract and adjacent land within 400 feet of the tract is hereby waived; and,

The requirement of Section 312-12(b)(20) of the Subdivision and Land Development Ordinance pertaining to the showing of the location, character and elevation of any building within 100 feet of the tract is hereby waived; and,

The requirement of Section 312-12(b)(21) of the Subdivision and Land Development Ordinance pertaining to the showing of the locations and widths of all sidewalks, trails, driveways, streets, easements, and rights-of-way within 400 feet of the tract is hereby waived; and,

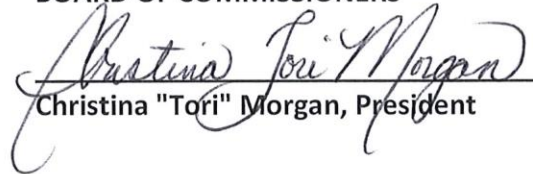
The requirement of Section 312-36(c)(4)(B)(i) of the Subdivision and Land Development Ordinance requiring that a 300-foot separation distance between a

non-residential driveway and a street intersection containing an arterial street with regard to the Broadway driveway is hereby waived, on the condition that the waiver request is reviewed and approved by the Township Engineer, the Public Safety Commission and by PennDOT (including PennDOT approval of the "No Right On Red" modification to the north-bound Cetronia Road movement).

The conditions of approval have been made known to the applicant, and final approval is to be deemed expressly contingent upon the applicant's affirmative written acceptance of the conditions on a form prescribed by South Whitehall Township on or before 4:00 p.m., February 4, 2020. If an unconditional acceptance of the conditions is not received in writing by that date, the application for approval shall be deemed denied based upon applicant's failure to fulfill the said conditions or agree thereto.

DULY ADOPTED this 15th day of **JANUARY, 2020**, by the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, in lawful session duly assembled.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**


Christina "Tori" Morgan, President

ATTEST:



Stephen D. Carr, Secretary

EXHIBIT "B"

TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA

RESOLUTION NO. 2021-____
(Duly Adopted January 6, 2021)

ACCEPTANCE OF CONDITIONS

A RESOLUTION EXTENDING THE CONDITIONAL PRELIMINARY/FINAL APPROVAL
GRANTED TO A MAJOR SUBDIVISION PLAN ENTITLED
"KRE SPRING VIEW COMMERCIAL II"

The undersigned, being the applicant of the land shown on the plan entitled *"KRE Spring View Commercial II"* prepared by T and M Associates, dated September 11, 2019, most recently revised November 25, 2019, Township Major Plan 2019-107, for the consolidation the three above-mentioned parcels into one tract containing 1.01 acres and the construction of a 3,400 square foot commercial building and a 34-space parking lot on the properties located at 559 Cetronia Road, 569 Cetronia Road, and 4590 Broadway, in South Whitehall Township, Lehigh County, Pennsylvania, , does affirmatively accept and consent to all of the conditions set forth in the Resolution granting a one hundred and eighty (180) day extension to the conditional preliminary/final approval of the major plan entitled *"KRE Spring View Commercial II"* and hereby affirms its acceptance of the conditions set forth in Resolution No 2020-18, all of which are incorporated herein by reference. Further, Applicant hereby waives any and all rights which the Applicant would otherwise possess to contest the imposition of said conditions, both at law or in equity. Further, the Applicant hereby certifies that as of the date of the Resolution, the Applicant does not dispute (as outlined by the Pennsylvania Municipalities Planning Code, including but not limited to §§ 10503(1) and 10510(g)) any professional consultant fee for which it has received an invoice from the Township through the date hereof.

WITNESS/ATTEST:

APPLICANT: KRE Spring View Commercial II LP

Witness

Applicant

Printed Name

Printed Name

Date: _____



December 28, 2020

Mr. Randy Cope
Operations Manager
South Whitehall Township
4444 Walbert Avenue
Allentown PA 18104

RE: Engineering Services
SSM File 103400.2020

Dear Randy:

Thank you for the opportunity to have served you during the past year. We appreciate your continued confidence in our work and value the relationship between the Township and SSM. We look forward to continuing to help you serve your community in 2021.

2020 was a busy year for South Whitehall. We enjoyed working as part of your team to assist in navigating the COVID-19 impacts and procedures while continuing to serve your community. We especially appreciated the opportunity to work with you on the capital projects and assisting with the numerous development projects. We remain committed to providing the same responsiveness and flexibility in 2021 in order to help you meet your goals.

We have attached our billing rates for 2021. Our 2021 rates represent an overall increase of approximately 2.9 percent compared to our 2020 rates.

It is our privilege to serve South Whitehall Township and we value our long-standing relationship. We remain committed to provide you with the highest quality and responsive service you expect and deserve. If you have concerns or questions, please do not hesitate to contact me.

Sincerely,
Spotts, Stevens and McCoy

A handwritten signature in blue ink that reads "Jason M. Newhard".

Jason M. Newhard, CMIT
Construction Services Administrator
Water and Wastewater Engineering
jason.newhard@ssmgroup.com

Enclosure



Spotts, Stevens and McCoy | 2021 Rate Schedule

[VALID THROUGH DECEMBER 31, 2021]

Description ⁽¹⁾	Hourly Rate
Administrative Support	\$52
Technician, Project Support, Drafter	\$77
Design Drafter, GIS Technician, Project Representative, Construction Observer, Graduate Surveyor	\$93
Designer, Surveyor, Graduate Planner, Senior Project Representative, Senior Construction Observer, Graduate Engineer, Graduate Geologist, Environmental Specialist, GIS Specialist, IEQ Specialist, Graduate Landscape Architect, Technical Specialist, Survey Crew Chief	\$109
Senior Designer, Senior Surveyor, Planner, Senior Environmental Specialist, Engineer, Geologist, Senior Survey Crew Chief	\$119
Project Engineer, Project Geologist, Senior Technical Specialist, Certified Industrial Hygienist, Senior Graduate Engineer, Certified Planner, Registered Landscape Architect, Senior Industrial Hygienist, Senior Graduate Geologist, Project Manager, Construction Specialist, Senior Planner	\$132
Technical Manager, Senior Engineer, Senior Geologist, Sr. Certified Planner, Senior EHS Specialist, Senior Project Manager, Senior Registered Landscape Architect	\$140

These rates apply to all projects executed and billed on a standard time and material basis. These rates do not include applicable sales tax. Project related expenses chargeable to the client include travel and living expenses for all personnel required to be away from the office in connection with the work; postage and shipping costs of samples and other materials; job expendable materials and supplies; special equipment rental; printing; reproduction; and the use of SSM Group, Inc. and its employees' vehicles. Overtime rates of 1.5 times normal rates apply to non-exempt employees for projects requiring overtime previously approved by the client. The services of outside consultants or specialists are charged at cost plus ten percent (10%). Standard billing terms apply.

- (1) The terms "Engineer", "Land Surveyor" and "Geologist" are strictly limited to those individuals who are registered professionals in their respective disciplines. Use of these terms in titles or by reference is governed by the Engineer, Land Surveyor and Geologist Registration Law, 63 P.S. § 148 et seq and Regulations of the State Registration Board for Professional Engineers, Land Surveyors and Geologists, 49 PA CODE, Chapter 37.

The Specialist categories above include graduate engineers, graduate land surveyors and graduate geologists not registered in Pennsylvania.

50 YEARS Hanover Engineering

252 Brodhead Road • Suite 100 • Bethlehem, PA 18017-8944
Phone: 610.691.5644 • Fax: 610.691.6968 • HanoverEng.com

December 9, 2020

Mrs. Renee Bickel, Township Manager
South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104-1699

RE: Request for Geotechnical Engineer and
Alternate Sewage Enforcement Officer
Reappointment for 2021
South Whitehall Township, Lehigh County

Dear Mrs. Bickel:

We sincerely thank the Township for the appointment of Hanover Engineering as the Geotechnical Engineer and Alternate Sewage Enforcement Officer during 2020 and respectfully request the opportunity to serve the Township in 2021.

As part of our continued process of business management, we have reviewed our costs of operation and prepared our budgets for 2021. We strive to set our rates as low as possible for our clients while maintaining fiscal stability for our company. In consideration of these factors, we have prepared the enclosed Professional Fee Schedule for 2021.

The Department of Environmental Protection requires appointment of named Sewage Enforcement Officers with their Certification Number at the beginning of each year. The record of your named Sewage Enforcement Officers, as officially approved by the Township, must be transmitted to the Department of Environmental Protection after approval.

The appointment of more than one Officer from Hanover Engineering will ensure coverage and flexibility for any tasks we may need to assist the Township with during the upcoming year. We request the following Officers be included:


Christopher A. Taylor – 03138
Scott J. Brown – 01716

Jacob A. Schray – 03134

Thank you sincerely for your consideration of Hanover Engineering for the coming year. If you have any questions, please feel free to contact me at 610.691.5644 or by e-mail at cunangst@hanovereng.com.

Respectfully,

HANOVER ENGINEERING



Charles H. Unangst, PE, PLS
President, Chief Executive Officer

chu:sas

T:\Hanover Corporate\Yearly Rates\Reappointment-Rate.Letters\2021Reappointment.Letters\SouthWhitehallTwp_2020-12-09.doc

Enclosure(s)

**HANOVER ENGINEERING ASSOCIATES, INC
2021 MUNICIPAL PROFESSIONAL FEE SCHEDULE**

<u>DESCRIPTION</u>	<u>HOURLY RATE</u>
<u>ENGINEER</u>	
Senior Engineer	\$ 119.00
Registered	113.00
Graduate (Nonregistered)	97.50
<u>CERTIFIED PLANNER</u>	113.00
<u>REGISTERED GEOLOGIST / SENIOR SCIENTIST</u>	113.00
<u>REGISTERED LANDSCAPE ARCHITECT</u>	113.00
<u>TRAFFIC SPECIALIST</u>	113.00
<u>REGISTERED SURVEYOR</u>	105.00
<u>SENIOR PROJECT MANAGER</u>	113.00
<u>ENVIRONMENTAL</u>	
Environmental Specialist	99.00
Environmental Technician	87.00
<u>GIS (GEOGRAPHIC INFORMATION SYSTEMS) WORK</u>	
GIS Specialist	91.20
GIS Technician	77.20
<u>DESIGN / DRAFTING / TECHNICAL WORK</u>	
Senior Designer/Senior Technician	96.20
Design/Calculations/Technician	85.20
Draftsperson 1	76.00
Draftsperson/Technician 3	56.50
<u>GROUND PENETRATING RADAR / GLOBAL POSITIONING SERVICE FIELD PERSON</u>	108.00
<u>ZONING OFFICER / CODES ENFORCEMENT</u>	90.00
<u>SURVEY CREW</u>	
One-Person Crew (1 @ \$99.00 each)	99.00
Two-Person Crew (2 @ \$75.75 each)	151.50
Three-Person Crew (3 @ \$64.00 each)	192.00
One-Person Crew w/Robotic Equipment	125.10
3D Scanning w/One-Person Crew	186.00
<u>CONSTRUCTION OBSERVER / SEWAGE OFFICER</u>	
Highway, Heavy, Commercial, or Residential Construction	78.80
Highway, Heavy, Commercial, or Residential Construction (Senior)	85.50
Certified Sewage Enforcement Officer	77.00
Evaluate Soil Probes (maximum 3 probes per lot)	Lump Sum 255.00
Additional Soil Probes (each additional probe beyond 3 probes)	52.00
Additional Percolation Test Hole (per hole w/standard 6 hole perc test)	38.00
Onlot Sewer Percolation Test (Pass or Fail)	Lump Sum 460.00
Observe Percolation Test	Lump Sum 378.00
<u>SECRETARIAL / WORD PROCESSOR</u>	41.50

1. Travel to and from the job site is chargeable time, with project mileage charged at current IRS rate for region.
2. Overtime is charged at 1.5 times base rate.
3. Ordinary overhead expenses are included in the above rates.
4. Extraordinary expenses required specifically for a particular project will be billed at direct cost plus 5%. Examples of these expenses include soil borings costs or testing laboratory charges. All such additional expenses are to be specifically approved by the client prior to their use.
5. A special rate of \$170.00 per hour is established for formal hearings and court appearances as an expert witness for a Professional Engineer, Geologist, Surveyor, or other professional.
6. Cost for plan copies is \$0.55 per square foot (black & white); \$2.00 per square foot (color).
7. Cost for Mylars is \$1.65 per square foot (black & white); \$6.00 per square foot (color).
8. Cost for photocopies is \$0.25 per page (black & white); \$0.55 per page (color).
9. Field equipment usage will be charged as follows: Sewage Flow Meter - \$12.50/day, Traffic Counter - \$57.00/day, GPS Locator - \$23.50/day, RTKGPS - \$215.00/day, SUB-RTKGPS - \$52.00/day.
10. Push Camera - \$10.40/hour for Televising; \$15.60/hour for Televising and Locating Services.

2021 PROFESSIONAL FEE SCHEDULE

	<u>HOURLY RATE</u>
PRINCIPAL/PROFESSIONAL ENGINEER	131.00
SENIOR ENGINEER / PROJECT MANAGER	115.00
PROFESSIONAL LAND SURVEYOR	111.00
PROFESSIONAL GEOLOGIST	124.50
PROJECT ENGINEER / SENIOR ENGINEERING DESIGNER	111.50
SENIOR ARCHITECTURAL DESIGNER	109.00
ENGINEERING DESIGNER I	92.50
ENGINEERING DESIGNER II	100.00
ENGINEERING DESIGNER III	108.00
REGISTERED LANDSCAPE ARCHITECT	108.00
ENGINEERING TECHNICIAN I	73.50
ENGINEERING TECHNICIAN II	81.50
DRAFTSMAN I	51.00
DRAFTSMAN II	58.50
LANDFILL INSPECTOR	102.00
CONSTRUCTION INSPECTOR I	69.00
CONSTRUCTION INSPECTOR II	84.00
SEWAGE ENFORCEMENT OFFICER	103.50
TYPIST/TECHNICIAN I	51.00
TECHNICIAN II	59.00
EXPERT TESTIMONY	186.00
FIELD SURVEY CREW (1-MAN)	121.00
FIELD SURVEY CREW (2-MAN)	150.50
FIELD SURVEY CREW (3-MAN)	186.00
ELECTRONIC SURVEY EQUIPMENT	7.70
ROBOTIC SURVEY EQUIPMENT	11.70
GPS SURVEY EQUIPMENT	13.40
ALL TERRAIN VEHICLE	125.00 (Per Day)
UTILITY TERRAIN VEHICLE	192.00 (Per Day)
SOIL INFILTRATION EQUIPMENT	26.50 (Per Day)
WATER LEVEL METER	26.50 (Per Day)
TRAFFIC COUNTER	6.40
TRAFFIC MODELING SYSTEM	6.40
PRINTS	6.00 (Per Print)
PHOTOCOPIES	0.30 (Per Copy)
OUTSIDE SERVICES	Net Cost Plus 5%

THE PIDCOCK COMPANY

CIVIL ENGINEERING AND LAND PLANNING

ARCHITECTURE

LAND SURVEYING

Oxford Drive at Fish Hatchery Road
2451 Parkwood Drive Allentown, Pennsylvania 18103-9608
Telephone: 610-791-2252
Telefacsimile: 610-791-1256
E-mail: info@pidcockcompany.com
Website: www.pidcockcompany.com

Established 1924
J. Scott Pidcock, P.E., R.A.

Bruce E. Anderson, P.E., LEED AP
Brian A. Dillman, P.E.
Ronald J. Gawlik, P.E.
Brian E. Harman, P.E., PTOE
James A. Rothdeutsch, P.E., LEED AP
John R. Russek, Jr., P.E.
Brent C. Tucker, P.E.

Douglas E. Haberbosch, P.E.
William G. Kmetz, P.L.S.
Jeffrey R. Matyus
John M. McRoberts, P.E.
Brent D. Shriver, P.E.
Todd L. Sonntag, R.A., LEED AP
Anthony F. Tallarida, P.E.
Ryan R. Troutman, P.E.

G. Edwin Pidcock, P.E., P.L.S. 1924-1967
John S. Pidcock, P.E., P.L.S. 1954-1999
Ralph M. Pidcock, P.L.S. 1952-2000 (Retired)

December 14, 2020

Ms. Renee Bickel, SHRM-SCP, SPHR
Township Manager
South Whitehall Township
4444 Walbert Avenue
Allentown, PA 18104-1699

Re: Township Engineer
Professional Rate Schedule for 2021

Dear Ms. Bickel:

Enclosed herewith is a rate schedule which we propose to be effective January 1, 2021. The new rate schedule includes an average increase of 2.2% for personnel. We have been--and continue to be--carefully monitoring and controlling our expenses so as to provide professional services efficiently.

Should you require any further information or discussion regarding these rates, please contact me, and I will gladly make myself available at your convenience or that of the Board. Our firm appreciates its association with the Township, and we thank you for your consideration and for the opportunity to be of continuing service.

Very truly yours,

THE PIDCOCK COMPANY



Anthony F. Tallarida, P.E.
Manager, Municipal Division - Planning

mdb

Enclosure

THE PIDCOCK COMPANY

South Whitehall Township
2021 Professional Rate Schedule

PROFESSIONAL SERVICES

<u>Personnel Category</u>	<u>Hourly Rates</u>
Principal of Firm	\$138
Senior Engineer III	\$138
Senior Engineer II/Senior Architect II	\$133
Senior Engineer I/Senior Architect I	\$113
Project Engineer III	\$101
Project Engineer II	\$ 90
Project Engineer I	\$ 82
Engineering Technician	\$ 57
Senior Surveyor II	\$ 94
Senior Surveyor I	\$ 67
Land Surveyor	\$ 63
Senior Field Engineer II	\$129
Senior Field Engineer I	\$126
Field Engineer II	\$106
Field Engineer I	\$ 94
Observer	\$ 57
Administrative Assistant	\$ 36
Computer Aided Design Equipment	\$ 29
Electronic Survey Equipment	\$ 29

NOTES

With regard to the rates indicated in the Services categories above:

1. Transportation will be charged per mile. Out-of-pocket expenses such as blueprints, toll calls, equipment rentals, etc. will be billed at 1.1 times actual cost. The survey rates include standard equipment and stakes.
2. On those occasions when the demands of the contractor's schedule require the scheduling of time beyond our standard eight hour day such additional time (i.e. overtime) shall be invoiced at a rate of 1.5 times the Standard Hourly Rates indicated on the schedule above.
3. Our Professional Services will be invoiced on the basis of time worked by our staff in increments of no less than ¼ hour.
4. The term "Engineer" is used for employees with a background in engineering or engineering-related work. The category of engineering personnel utilized is determined based on the requirements of the tasks to be performed.
5. Computer Aided Design Equipment hours will be billed for use of specialized software in design and drafting as well as to facilitate processing plans under review including for determination of areas/dimensional aspects of plans, stormwater review, etc.

PUBLIC NOTICE
SOUTH WHITEHALL TOWNSHIP
2021 MEETING SCHEDULES

The **2021** Meeting Schedule for South Whitehall Township is as follows:

Board of Commissioners – 7:00 p.m. - 1st and 3rd Wednesday of each month. The 2nd Wednesday of the month is reserved for 6:00 p.m. meetings, only on an as-needed-basis, or for Workshop Sessions. If a meeting is cancelled due to inclement weather or other reasons, the meeting will be postponed to the next evening, unless posted otherwise on the Township’s website.

Building Code Appeals Board – 3:30 p.m. - 2nd and 4th Wednesday of each month. (Exceptions are as follows: The second meeting in November and December is cancelled.)

Civil Service Commission – 1:00 p.m. – January 21st, February 11th, March 10th, April 14th, May 12th, June 9th.

Emergency Management Services – 7:00 p.m., March 11th, June 10th, September 9th, and December 9th. All EMS meetings will be held at Cetronia Ambulance Corps., 4300 Broadway, Allentown.

Green Advisory Council – 6:00 p.m. – 3rd Monday of each month. (Exceptions are as follows: January & February will meet on the 4th Monday.)

Landscape and Shade Tree Commission – 10:00 a.m. - 4th Monday of each month. (Exceptions are as follows: In May and December will meet on the 3rd Monday.)

Parks and Recreation Board – 7:00 p.m. - 2nd Monday of each month. (Exceptions are as follows: No meetings will be held in July, August, and December.)

Planning Commission – 7:30 p.m. - Held 3rd Thursday of each month. Check website each month.

Public Safety Commission – 7:00 p.m. - 1st Monday of each month. (Exceptions are as follows: In July & September, will meet on the 2nd Monday.)

Zoning Hearing Board – 7:30 p.m. - Held 4th Wednesday of each month. Check website each month.

Please check www.southwhitehall.com for meeting details. Currently, meetings will continue to be held via GoToMeeting. Meetings for Planning Commission and Zoning Hearing Board for South Whitehall Township will be advertised appropriately prior to each meeting.

RENEE C. BICKEL, SHRM-SCP, SPHR
Township Manager

